

COPY (vft)

SJT:RCL

January 14, 1939

MEMORANDUM FOR THE DIRECTOR.

RE: IO AND AO FILES
AT SEAT OF GOVERNMENT

On inquiry Mr. Seyfarth advises me that identification orders are files in a separate file in numerical sequence; that AOs are likewise so filed. When a call is received by the Files Section by name, reference is made to the index cards where the IO number has been entered. The IO is then pulled.

It is not possible for the File Room to advise whether an AO has been issued on this IO without an exhaustive search for the reason that AO numbers are not entered on the index cards and no copy of the AO is stapled to the IO at the time of the issuance of the AO.

It is, therefore, suggested that the same procedure be initiated in the Bureau files as exists in every field office; namely, that upon the issuance of an apprehension order, one copy be stapled to the IO in the numerical IO file. This, of course, is in addition to the regularly maintained numerical AO file.

Respectfully,

D
S. J. Tracy.

FEB 20 1939

67-31222-181

Handwritten initials and marks

Handwritten initials

Handwritten marks and stamps

Pt
SJT:RCL

October 18, 1938

MEMORANDUM FOR THE DIRECTOR.

RE: SUGGESTION - DISPOSITIONS.

The present Bureau rule is that dispositions shall be secured in the field following the receipt of a criminal record upon all arrests on the felony charges. This rule is misunderstood in the field and the majority of offices are securing dispositions of all arrests for the completion of the Identification Division files.

In order to clarify the matter of securing dispositions, it is recommended that there be included in the Manual of Rules and Regulations and in the Inspector's Manual the following paragraph:

DISPOSITIONS:

"Upon receipt of a requested criminal record the office making such request shall secure dispositions of all arrests on which the disposition is not entered."

I believe that the uniformity and for the purpose of making the Identification Division files as nearly complete as possible, dispositions should be secured for all arrests in which dispositions have not previously been received. This is a clerical function and can be handled by correspondence in every field office. If approved, the bulletin advising the field should contain a sentence to the effect that dispositions should be secured by correspondence.

Respectfully,

MAR 16 1939

0 67-3122-182
S. J. Tracy.

Mr. Tracy
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Hendon
Mr. Jones
Mr. Mumford
Mr. Quinn
Mr. Nease
Miss Gandy

✓
WCH

March 21, 1939

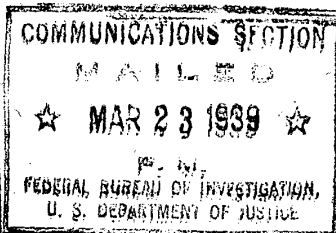
MEMORANDUM FOR MR. TRACY

You are advised that as a result of the examination given at the quarterly conference of Bureau officials and supervisors on March 20, 1939, you attained a grade of 85½.

Very truly yours,

John Edgar Hoover
Director

Mr. Tolson.....
Mr. Nathan.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Coffey.....
Mr. Crowl.....
Mr. Dawsey.....
Mr. Egan.....
Mr. Foxworth.....
Mr. Glavin.....
Mr. Harbo.....
Mr. Lester.....
Mr. McIntire.....
Mr. Nichols.....
Mr. Quinn Tamm.....
Mr. Tracy.....
Miss Gandy.....



MAR 25 1939

67-31222-183

RECORDED
INDEXED
MAR 23 1939
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

HHC:BG

May 22, 1939

0

Mr. S. J. Tracy
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Mr. Tracy:

Reference is made to your memorandum dated May 15, 1939, in which you suggest names to indicate the international character of the FBI National Police Academy Associates.

The Bureau has given consideration to your suggestion and does not believe it is advisable to make such a change at this time due to the small number of graduates from foreign countries and also because it does not appear to be a practice of schools generally to indicate their alumni associations as international alumni associations.

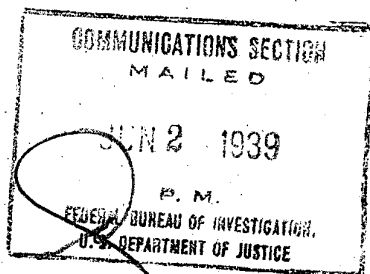
I do desire to express to you my appreciation for your suggestion and for your interest and thoughtfulness in submitting it.

Sincerely yours,

J. Edgar Hoover

67-31222-184

Mr. Tolson	_____
Mr. Nathan	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Coffey	_____
Mr. Crowl	_____
Mr. Egan	_____
Mr. Foxworth	_____
Mr. Glavin	_____
Mr. Harbo	_____
Mr. Lester	_____
Mr. McIntire	_____
Mr. Nichols	_____
Mr. Quinn Tamm	_____
Mr. Tracy	_____
Miss Gandy	_____



[Handwritten signatures and initials]

COPY (GMR)

Px

UNITED STATES COURT OF APPEALS

For the District of Columbia

Washington, D. C.

June 19, 1939

My dear John Edgar:

Please let me thank you for the courtesy shown Mrs. Stephens and her guest from the University of Utah, Dr. Rose Widtsoe, Friday morning. Mr. Tracy kindly provided them with a special guide and they spent a very interesting morning going through the Bureau. Dr. Widtsoe is a scientist (she is head of the Department of Home Economics at the University of Utah) and on this account especially enjoyed acquainting herself with your exhibits and methods.

Permit me to say that I think Mr. Tracy's unfailing courtesy and generous interest in all with whom he deals is a great asset to the Bureau. Undoubtedly you know this yourself, but I am sure you will be glad to hear of the impressions of others.

Faithfully yours,

S/ Harold M. Stephens

Hon. J. Edgar Hoover, Director
Federal Bureau of Investigation
Department of Justice
Washington, D. C.

67-31222-185

JUL 13 1939

RECEIVED

JUL 12 1939

Y Long T. H. N. S.
WICHOLS
MISS GAY

RECEIVED
JUL 12 1939
JUL 12 1939
JUL 12 1939

AIR:TV

*Discussed
with Director
File
5/5 4*

May 2, 1939

MEMORANDUM FOR THE DIRECTOR

Reference is made to the instructions received from you that certain Special Agents receive promotions effective June 1, 1939, among those being the following Special Agents in Grade CAF 13:

<u>NAME</u>	<u>PRESENT SALARY</u>	<u>RECOMMENDED SALARY</u>
Percy E. Foxworth	\$6200 per annum	\$6400 per annum
W. Richard Glavin	\$6200 per annum	\$6400 per annum
Louis B. Nichols	\$5600 per annum	\$6000 per annum
Stanley J. Tracy //	\$6200 per annum	\$6400 per annum

For your information there is listed below the names of all Special Agents now in Grade CAF 13, together with a notation as to the present salary received:

S. J. Tracy	\$6200 per annum
P. E. Foxworth	\$6200 per annum
L. B. Nichols	\$5600 per annum
R. T. Harbo	\$6000 per annum
W. R. Glavin	\$6200 per annum
Q. Tamm	\$5600 per annum
E. P. Coffey	\$6200 per annum

It will be noted from the above that the average salary of the grade, which is \$6000, is now adhered to and that additional increases would cause the average to be exceeded. It therefore appears that no increases can be made in this grade at present.

It has been possible to effect the promotion of Myron Curnea from \$6000 to \$6200 inasmuch as he is on the field roll.

Respectfully,

A. H. Crowl

JEN:JHC/o July 14, 1939

67-31722-186

Mr. Stanley J. Tracy
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

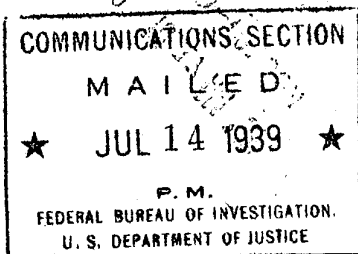
Dear Stanley:

My sincere thanks to you
and the rest of "The Gang" for the
thoughtful telegram on my Boy Scout
address. I appreciate the expressions
of approval and hope you will convey
my sentiments to each of them.

Sincerely,

J. Edgar Hoover

Mr. Tolson _____
Mr. Nathan _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Crowl _____
Mr. Egan _____
Mr. Foxworth _____
Mr. Glavin _____
Mr. Harbo _____
Mr. Lester _____
Mr. McIntire _____
Mr. Nichols _____
Mr. Q. Tamm _____
Mr. Tracy _____
Miss Gandy _____



-186

STANDARD TIME INDICATED

RECEIVED AT

Waldorf-Astoria Hotel
Eldorado 5-3000
Extension 115

TELEPHONE YOUR TELEGRAMS
TO POSTAL TELEGRAPH

Postal Telegraph

Mackay Radio
Commercial Cables



All America Cables
Canadian Pacific Telegraphs

THIS IS A FULL RATE TELEGRAM, CABLE-
GRAM OR RADIOGRAM, UNLESS OTHERWISE
INDICATED BY SYMBOL IN THE PREAMBLE
OR IN THE ADDRESS OF THE MESSAGE.
SYMBOLS DESIGNATING SERVICE SELECTED
ARE OUTLINED IN THE COMPANY'S TARIFFS
ON HAND AT EACH OFFICE AND ON FILE WITH
REGULATORY AUTHORITIES.

Form 16

NA22 10=PXX WASHINGTON DC 207P JUN 29 1939

HON JOHN EDGAR HOOVER=

=HOTEL WALDORF ASTORIA NYC=

Replied *m*
Searched *e*
Numbered *e*
Serialized *AK*

=RECEPTION WAS EXCELLENT. THE SPEECH WAS POWERFUL AND STIRRING.

CONGRATULATIONS=

THE GANG.

235 P..

0 JUL 21 1939
S.J. TRACK RECORDED

67-31222-186

FEDERAL

JUL 19 1939

Kg

TOLSON

[Signature]

*note to Mr. Tracy
7-14-39
Jell*

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

July 22, 1939

Mr. Tolson ✓
Mr. Nathan
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Egan
Mr. Glavin
Mr. Crowl
Mr. Harbo
Mr. Lester
Mr. Lawler
Mr. Nichols ✓
Mr. Rosen
Mr. Sears
Mr. Quinn Tamm
Mr. Tracy
Miss Gandy

Mr. J. Edgar Hoover
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Mr. Hoover:

I want to take this opportunity to thank
you for your thoughtfulness in furnishing me with
a copy of the photograph taken on the occasion of
the convening of the Special Agents in Charge
Conference on Monday, July 17, 1939.

Sincerely,

Stanley J. Tracy

AUG 11 1939

Special Agent in Charge	✓
Assistant to the Director	✓
Chief Clerk	✓
Mr. Tolson	✓
Mr. E. A. Tamm	✓
Mr. Clegg	✓
Mr. Coffey	✓
Mr. Egan	✓
Mr. Glavin	✓
Mr. Crowl	✓
Mr. Harbo	✓
Mr. Lester	✓
Mr. Lawler	✓
Mr. Nichols	✓
Mr. Rosen	✓
Mr. Sears	✓
Mr. Quinn Tamm	✓
Mr. Tracy	✓
Miss Gandy	✓

67-31222-187
AUG 8 1939
Tracy

SJT:RCL

June 8, 1939

MEMORANDUM FOR THE DIRECTOR.

RE: SPECIAL AGENTS' FUND FOR DEATH
BY VIOLENCE IN LINE OF DUTY

The Agents' fund to date is \$8,330.97, this representing contributions from agents and former agents and interest on the bank deposits. Thirty new agents are not included. Their contributions will raise the fund to approximately \$8,500 and additional schools already scheduled will raise the fund to in excess of \$9,000.

I have suggested before and wish to renew the suggestion that consideration be given by the Bureau to limiting the payment in the event of death to \$5,000 for the following reasons:

1. Each widow or estate will receive the same amount

2. It would be very unfair should the present fund, for example, reach, say \$15,000, which it may and I am sure we all hope will, to be paid to one widow, whereas if another agent were killed the following week, his widow would receive but approximately \$6,000, and if another agent died immediately following the amount would be correspondingly lower.

3. If this idea were submitted to those in the service who have contributed to the fund, I believe it would receive favorable consideration on the ground that it will insure that each widow will receive a like amount.

In view of the present size of the fund, it is suggested that the agents who have contributed be also asked by circular letter from the Director in the event the foregoing is approved, whether they would desire to include as part of this fund a death benefit of \$500 for death from any cause while still in the service.

In the past five years the only death which I can recall while the individual was still in the service,

Some real meat in this
H

Mr. Tolson.....
Mr. Nathan.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Coffey.....
Mr. Crowl.....
Mr. Egan.....
Mr. Foxworth.....
Mr. Glavin.....
Mr. Harbo.....
Mr. Lester.....
Mr. McIntire.....
Mr. Nichols.....
Mr. Quinn Tamm.....
Mr. Tracy.....
Miss Gandy.....

where the widow would have been entitled to \$500 death benefit, would be that of Edgar Backus, who died following an operation and I am certain that Mrs. Backus could have used \$500 in cash to defray the immediate burial expenses. I doubt that there are many agents whose bank account will total \$500 in cash at any time.

The foregoing, if adopted, would involve very little bookkeeping and very little paper record.

Respectfully,

S. J. Tracy

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

HHC:VCR

September 12, 1939

MEMORANDUM FOR THE DIRECTOR

This is to advise you that Mr. S. J. Tracy made a grade of 100% on the written examination on the Bureau's manuals at the quarterly conference for Bureau officials and supervisors on the evening of August 31, 1939.

Respectfully,

H. H. Clegg.

Mr. Tolson	✓
Mr. Nathan	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Egan	
Mr. Glavin	
Mr. Crowl	
Mr. Harbo	
Mr. Lester	
Mr. Lawler	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	✓
Miss Gandy	

SEP 20 1939

Searched	✓
Indexed	✓
Serialized	✓
Filed	✓

67-31222-188	
FEDERAL BUREAU OF INVESTIGATION	
SEP 15 1939 P.M.	
U.S. DEPT. OF JUSTICE	
TOLSON	FOUR
TRACY	FILE

In reply address not the signer of
this letter, but Bureau of Navigation,
Navy Department, Washington, D. C.

Refer to No. Nav 1652 aw

79143 - 2

NAVY DEPARTMENT
BUREAU OF NAVIGATION

WASHINGTON, D. C.

18 September 1939

From: The Chief of the Bureau of Navigation.

To: Lt. Cdr. Stanley J. TRACY, I-V(S), USNR
5633 Department of Justice Building
Washington, D.C.

Via: The Commandant, NAVY YARD, Washington, D.C.

Subject: Status in U.S. Naval Reserve.

Reference: (a) Article H-6201 (3), BuNav Manual.

1. The reference provides that naval reserve officers whose services are determined to be of greater value to the Government in the event of war, in present civilian occupation than they would be if mobilized as naval reservists, will be discharged without prejudice to their later reappointment in grade held at the time of discharge.

2. In view of the above and advices received in the Bureau, it appears that your discharge is now in order under the provisions above cited. You are hereby offered an opportunity to submit such statement as you may desire. If preferred, you may submit your resignation.

3. You should reply to this Bureau via your Commandant, referring to this letter, as soon as practicable.

C. W. Nimitz,
Chief of Bureau.

W. S. G. Davis
W. S. G. Davis,
By direction.

Copy to:
CNO (DNI).

Filed	<i>M</i>
Searched	<i>CL</i>
Numbered	<i>HL</i>
Serialized	

67-31222-190

NOV 3 1939

TOLSON
TRACY
CHIEF CLERK

79143 (NR)

1st. Endorsement.

20 September 1939.

From: Commandant, Navy Yard, Washington, D. C.
To: Lieutenant Commander Stanley J. Tracy, I-V(S), USNR.,
Room 5633, Department of Justice,
Washington, D. C.

Subject: Status in U. S. Naval Reserve.

1. Forwarded.

GEO. PETTINGILL
Commandant.

A. J. Benz
A. J. Benz
By direction.

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

LRP:MC

August 5, 1939

MEMORANDUM FOR THE DIRECTOR

Supplementing my memorandum of July 24, 1939, concerning the progress made by each Special Agent in Charge, Acting Special Agent in Charge and Assistant Special Agent in Charge, there is set forth below the progress made by each Bureau official, Supervisor and No. 1 Man:

BUREAU OFFICIALS AND SUPERVISORS

<u>NAME</u>	<u>LESSONS SUBMITTED</u>	<u>DATE LATEST LESSON SUBMITTED</u>
Tolson, C. A.	3	12/3/31
Nathan, H.	Completed	
Clegg, H. H.	9	3/13/33
Egan, J. S.	Completed	
Tamm, E. A.	Completed	
Acers, M.	0	
Appel, C. A.	30	7/11/33
Balch, D. E.	0	
Baughman, F.	9	5/21/32
Beach, T. D.	0	
Bellino, C. S.	40	5/26/39
Belmont, A. H.	33	8/4/39
Bickley, G. F.	0	
Blackburn, W. G.	2	12/3/34
Bronnan, J. L.	0	
Carson, C. H.	0	
Chambers, R.	0	
Coffey, E. P.	18	12/14/33
Conrad, I. W.	0	
Cornelius, A.	0	
Crowl, A. H.	Completed	
Engert, G. J.	3	8/5/31
Glavin, W. R.	Completed	
Guerin, R. A.	10	11/7/35
Harbo, R. T.	0	
Hayden, A. C.	0	

An atrocious record. All Sacs, No. 1 Men and Bureau Officials and Supervisors must finish course by Dec. 31, 1939. H.

Memorandum for the Director

8/5/39

<u>NAME</u>	<u>LESSONS SUBMITTED</u>	<u>DATE LATEST LESSON SUBMITTED</u>
Hennrich, C. E.	0	
Hince, L. A.	3	1/13/34
Hogan, J. B.	0	
Holloman, F. C.	0	
Kimball, E. N.	0	
Kramor, R. P.	0	
Laughlin, R. H.	Completed	
Lawler, J. E.	0	
Loddy, R. G.	0	
Leonard, A. E.	33	8-24-38
Lester, W. H. D.	Completed	
McCabe, N. H.	0	
McGuire, J. J.	0	
McIntire, K. R.	18	1/13/34
Nichols, L. B.	2	7/11/35
O'Connor, H. T.	0	
Pennington, L. R.	Completed	
Renneberger, R. C.	13	2/23/33
Rosen, A.	0	
Sears, J. S.	2	3/16/34
Singman, L.	Completed	
Suttler, B. H.	0	
Tracy, S. J.	0	
Tamm, Q.	0	
Willis, G. N.	0	
Zimmer, V.	20	7/24/33

NO. 1 MEN

Lunsford, J. E.	6	4/3/35
Whitten, C. A.	5	8/22/32
West, W. J.	10	2/23/33
Dill, H. B.	0	
Currie, D.	0	
Gleason, R. F.	0	
Obenshain, L. A.	4	4/24/35
Abbatechio, R. J.	0	
Wenig, E. C.	0	
Knittle, R. A.	Completed	
Vogel, R. C.	3	9/4/34

Memorandum for the Director

8/5/39

<u>NAME</u>	<u>LESSONS SUBMITTED</u>	<u>DATE LATEST LESSON SUBMITTED</u>
Plaxico, H. E.	7	10/21/35
Whitson, L.	2	3/8/34
Thornton, J. E.	3	7/25/34
Hardison, C. A.	0	
Boardman, L. V.	0	
Smith, D. O.	45	12/31/36
Norley, D. R.	3	8/4/36
Ellsworth, J. C.	7	9/1/36
Smith, Roswell E.	0	
Wright, N. B.	0	
Smith, Richard E.	33	10/9/33
McLvin, T. G.	0	
Malone, L. F.	0	
Drayton, S. J.	Completed	
Hood, R. T.	2	12/3/35
Flood, J. L.	Completed	
Chaffetz, M.	2	12/3/34
DiLillo, D.	4	7/15/32
King, H. A.	31	11/5/34
Bowman, L. I.	25	7/2/34
Ross, G. J.	0	
Winton, R. H.	0	
Richmond, L. H.	0	
Hostetter, D. S.	0	
Murphy, R. L.	0	
Dush, J. S.	15	5/29/34
Duffey, H. R.	0	
Newby, R. E.	4	2/2/33

Respectfully,

E. A. TAMM

COPY 6 (m)

EAT:AI:JW

SPECIAL MESSENGER

September 11, 1939

Rear Admiral Walter S. Anderson
Director, Naval Intelligence
Navy Department
Washington, D. C.

Dear Admiral Anderson:

From time to time during the past several years, I have certified to the Navy Department that the services of various individuals could be spared to the Navy Department in time of war. These certifications being made in connection with applications for commissions in the United States Naval Reserve executed by various employees of the Federal Bureau of Investigation. Because of the increase in the volume of cases being investigated by this Bureau which pertain to the National Defense, I find it necessary at this time to cancel my previous statements indicating that the services of the individuals named hereafter might be spared to the Navy Department in time of war. It is accordingly recommended that the records of the Navy Department be amended to show that the service of the following named Bureau employees cannot be spared to the Navy Department in time of war:

Blackbur, T. C.
Cornelius, A.
Crowl, A. H.
Donagan, T. J.
Drayton, S. J.
Foxworth, P. E.
Glewin, S. R.
Hottel, G.
Lawler, J. E.
Nitschke, I. E.
Tamm, Q.
Thompson, E. E.
Tolson, C.
Tracy, S. J.

Sincerely yours,

John Edgar Hoover
Director

B

October 3, 1939

Mr. Stanley J. Tracy
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Stanley:

This is the first opportunity I have had since our hectic week in entertaining the FBI National Police Academy Associates to let you know how deeply I appreciate the interest which you took in the Retraining and Reunion. This is one of the most successful functions I believe the Bureau has ever put on and I feel its success is properly attributable to the plans which were made, and I, of course, know the part that you contributed to making the meeting such a success.

I did want to thank you for your splendid service in connection with your work on the Finance Committee, the Entertainment Committee, and the Press Committee.

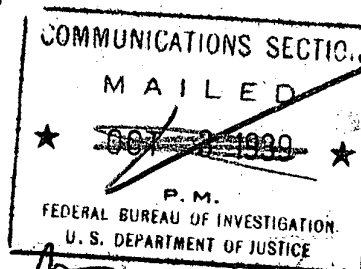
With best wishes and kind regards,

Sincerely,

J. Edgar Hoover

Mr. Tolson _____
Mr. Nathan _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Ladd _____
Mr. Coffey _____
Mr. Egan _____
Mr. Glavin _____
Mr. Crowl _____
Mr. Harbo _____
Mr. Lester _____
Mr. Hendon _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Sears _____
Mr. Quinn Tamm _____
Mr. Tracy _____
Miss Gandy _____

*Blacked out
by error
8-21-56
MA:mrw*



OCT 3 10 17 AM '39
RECEIVED-DIRECTOR
F. B. I.
U. S. DEPT. OF JUSTICE

cc 2

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

SJT:DLS

November 24, 1939

MEMORANDUM FOR THE DIRECTOR

RE: AMERICAN FEDERATION OF
GOVERNMENT EMPLOYEES

Mr. Tolson.....
Mr. Nathan.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Ladd.....
Mr. Coffey.....
Mr. Egan.....
Mr. Glavin.....
Mr. Harbo.....
Mr. Lester.....
Mr. Hendon.....
Mr. McIntire.....
Mr. Nichols.....
Mr. Rosen.....
Mr. Quinn Tamm.....
Mr. Tracy.....
Miss Gandy.....

At the last meeting of Lodge No. 334 of the AFGE, I was re-elected President for another year.

I have also been appointed as Chairman of the Grievance Committee of the District Department of the AFGE, the appointment having been made by Fred Fraser of the Veterans Administration and President of the District Group of AFGE Lodges. Mr. Fraser is active in national American Legion affairs.

I have also been made a Vice President of the District Department of the AFGE and a member of the Audit Committee.

I believe the contacts made will be of value.

Respectfully,

Fine! Congratulations. *S. J. Tracy*
H. S. J. Tracy

DEC 7 1939

67-31222-192

INDEXED
SERIALIZED
FILED

DEC 7 1939

U.S. DEPT. OF JUSTICE

ST

December 5, 1939

MEMORANDUM FOR THE DIRECTOR

Reference is made to your Personnel Order of December 4, 1939, instructing that certain Agents receive promotions, among them being the promotion of Inspector Louis B. Nichols from \$5800 to \$6000 in Grade CAF 13.

For your information there are listed below the names of all Special Agents at the Seat of Government now in Grade CAF 13, together with a notation as to the present salary received:

S. J. Tracy	CAF 13	\$6200
Q. Tamm	" "	5600
E. P. Coffey	" "	6200
W. H. D. Lester	" "	6400
J. S. Egan	" "	6400
L. B. Nichols	" "	5800
W. R. Glavin	" "	6200
R. T. Harbo	" "	6000

It will be noted from the above that a promotion within this grade would cause the average of \$6000 to be exceeded and it therefore appears that no action can be taken at the present time with reference to an increase for Inspector Nichols.

Respectfully,

W. R. Glavin

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Miss Gandy

COPY-MG

CT:DSS

October 31, 1939

~~PERSONAL AND CONFIDENTIAL~~

Rear Admiral Walter S. Anderson
Director
Naval Intelligence
Navy Department
Washington, D. C.

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-05-2012

My dear Admiral:

I have recently asked Mr. Tamm to discuss with Captain Nixon the question of whether a very limited number of Bureau officials might retain the Naval Reserve Commissions which they presently hold but not be considered for any mobilization station in the event of a National emergency. If such an arrangement can be made I would like to have the following men retain the Commissions they presently hold:

Clyde A. Tolson
// Stanley J. Tracy //
W. R. Glavin
Quinn Tamm
P. E. Foxworth
Guy Hottel
J. E. Lawler
E. K. Thompson
S. J. Drayton

Sincerely yours,

J. Edgar Hoover
Director

BY SPECIAL MESSENGER

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

HHC:AEK

December 13, 1939

MEMORANDUM FOR THE DIRECTOR

Mr. Tolson.....
Mr. Nathan.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Ladd.....
Mr. Coffey.....
Mr. Egan.....
Mr. Glavin.....
Mr. Harbo.....
Mr. Lester.....
Mr. Hendon.....
Mr. McIntire.....
Mr. Nichols.....
Mr. Rosen.....
Mr. Quinn Tamm.....
Tour Room.....
Mr. Tracy.....
Miss Gandy.....

This is to advise you that Mr. S. J. Tracy made a grade of 94 $\frac{1}{2}$ % on the written examination on the Bureau's manuals at the quarterly conference for Bureau officials and supervisors on the evening of December 7, 1939.

Respectfully,

H. H. Clegg

H. H. Clegg.

DEC 19 1939

Mr. Tolson.....
Mr. Nathan.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Ladd.....
Mr. Coffey.....
Mr. Egan.....
Mr. Glavin.....
Mr. Harbo.....
Mr. Lester.....
Mr. Hendon.....
Mr. McIntire.....
Mr. Nichols.....
Mr. Rosen.....
Mr. Quinn Tamm.....
Tour Room.....
Mr. Tracy.....
Miss Gandy.....

67-31222-193

DEC 15 1939

WRG:atw

January 20, 1940

MEMORANDUM FOR MR. TRACY

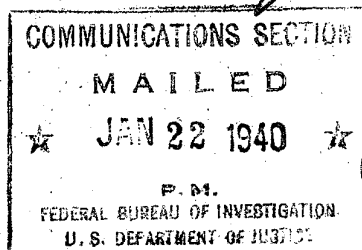
This is to advise you that arrangements have been made to afford you a physical examination at the United States Naval Hospital on January 26, 1940 at 8:30 A. M.

The clerical employee who has charge of the handling of the paper work pertaining to the physical examinations afforded will have a car available in the basement of the building at the hour aforementioned for your convenience in proceeding to the Naval Hospital and returning therefrom.

Very truly yours,

John Edgar Hoover
Director

Mr. Tolson.....
Mr. Nathan.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Ladd.....
Mr. Coffey.....
Mr. Egan.....
Mr. Glavin.....
Mr. Harbo.....
Mr. Lester.....
Mr. Hendon.....
Mr. McIntire.....
Mr. Nichols.....
Mr. Rosen.....
Mr. Quinn Tamm.....
Mr. Tracy.....
Miss Gandy.....



RECEIVED-DIRECTOR
F B I
U. S. DEPT. OF JUSTICE
JAN 20 6 32 PM '40

67-31221-194

JAN 22 1940
U. S. DEPT. OF JUSTICE

AT:RLS

November 22, 1969

MEMORANDUM FOR THE DIRECTOR

The following employees have informed me that they have no political affiliations of any kind:

Eileen E. Gandy
Donald J. Gahan
Doris L. Sayre
Florence E. White
Pauline Ruffe
Robert F. Fleming
Charles E. Schildercher
Charles H. Brunson
Glen F. Hanson
E. Samuel Holcomb
Malcolm Thomas

Mr. Robert A. Foreman worked as Secretary for the Republican National Committee in 1962 but never was affiliated with the party.

Mr. Clifton E. Gaudin has addressed a letter to the Director in this connection and his letter is attached hereto.

The writer has no political affiliations.

Respectfully,

H. J. Tracy

LRP:DF

February 28, 1940

Mr. S. J. Tracy
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Sir:

My attention has been called to the fact that you have not completed the Bureau's accounting course in compliance with my instructions of August 17, 1939.

It is essential that Bureau officials complete this course of study at the earliest possible date, and I will expect lessons to be submitted by you at regular intervals until the course has been completed.

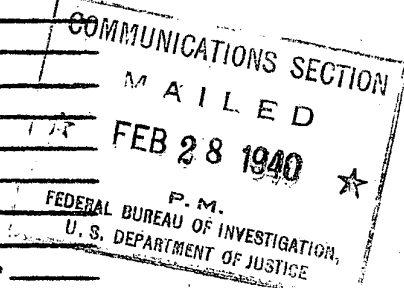
Very truly yours,

John Edgar Hoover
Director

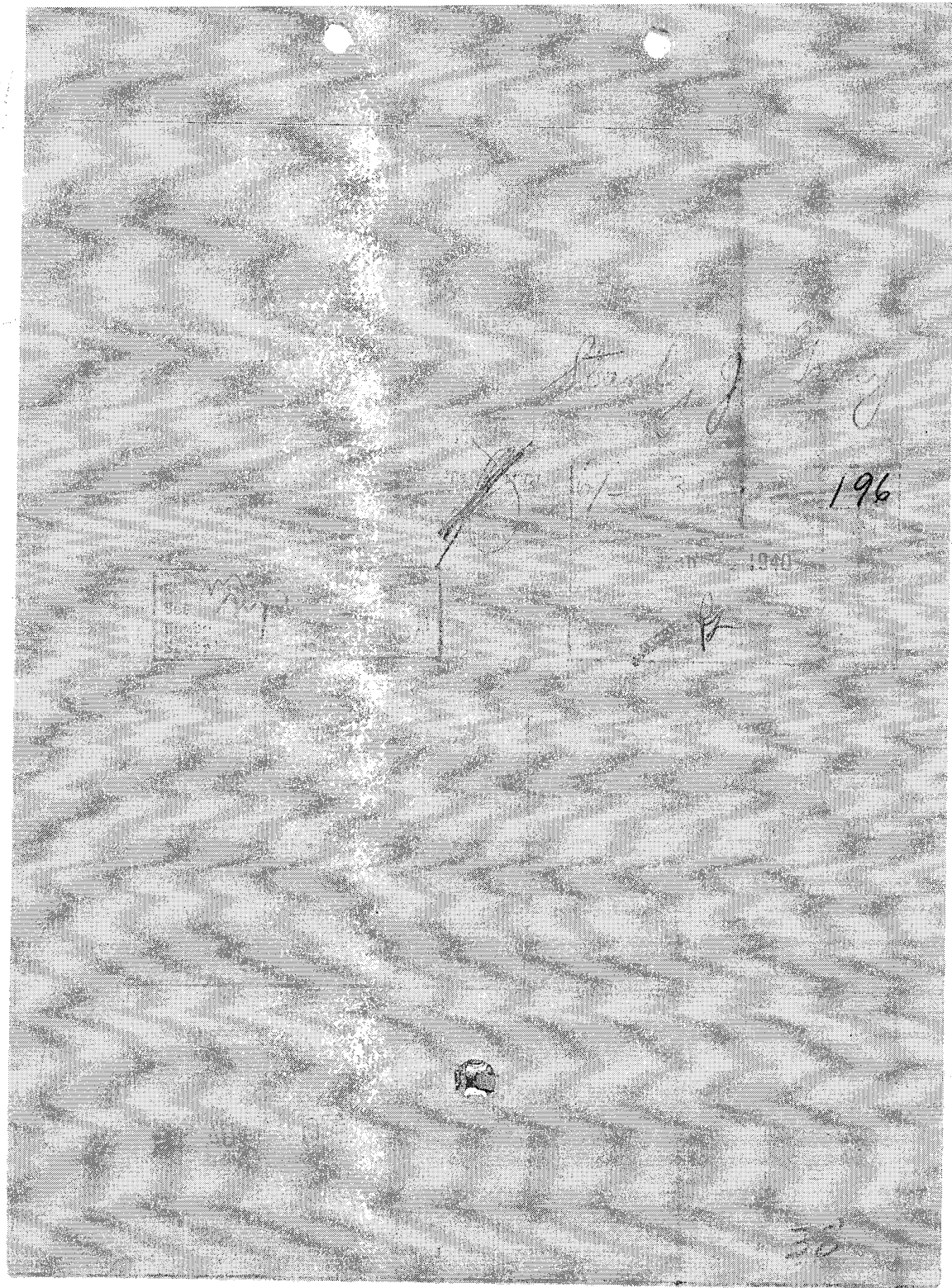
Mr. Tolson _____
Mr. Nathan _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Ladd _____
Mr. Coffey _____
Mr. Egan _____
Mr. Glavin _____
Mr. Harbo _____
Mr. Lester _____
Mr. Hendon _____
Mr. McIntire _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Quinn Tamm _____
Mr. Tracy _____
Miss Gandy _____

RECORDED

Routed
Searched
Numbered
Serialized



67-31222-195
FEDERAL BUREAU OF INVESTIGATION
3 MAR 1 1940
U. S. DEPARTMENT OF JUSTICE



NAME

RATE

TE

Gracy, S.
4. 23. 2
2/27/40

LABORATORY EXAMINATION

N.M.S. Form 16.
U. S. NAVAL MEDICAL SCHOOL.
WASHINGTON, D. C.

3572

REPORT

Request of *Dr. Duncan*Address *A. B. I. Room*

Request for KAHN and
WASSERMANN TESTS.

B

KAHN

WASSERMANN

Qualitative

Quantitative
UnitsCholesterolized
Antigen

Negative

Negative

Blood Type "B"

F...

Lieut.

38

(MC), U.S.N.

NAME **TRACY.S.**

LABORATORY EXAMINATION

N.M.S. Form 6.

RATE **FBI**

U. S. NAVAL MEDICAL SCHOOL,
Naval Medical Center,
Washington, D. C.

DATE **2-27-40**

Request of

DR.DUNCAN

Address:

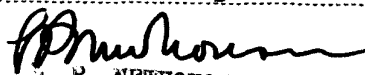
FBI ROOM

Diagnosis

Character of examination desired

R&M

Amount 24 hours..... Submitted.....
Appearance **Straw clear**
Reaction **Acid** Sp.Gr. **1.014**
Albumin **Negative**
Sugar **Negative**
Occult Blood **Negative**
Special.....
Casts.....
Cylindroids.....
Mucus **Few shreds**
Leucocytes **4-5 per hi dry field**
Erythrocytes.....
Epithelium **Rare squamous**
Crystals **Few amorphous urates**



R. NEWHOUSER

(MC), U.S.N.

U.S.N.

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS OF THE
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

Washington, D.C.
Place

Feb. 27 1922

HISTORY

Name Stanley J. Vance Age 27 years, 5 months
Nativity (state) Utah Married, Single, Widowed: 3 Number of Children

Diseases, operations, or injuries previous to age of 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

None

Diseases, operations, or injuries subsequent to age 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

None

Father (Living? _____ State of Health _____

(Dead? ✓ Cause & age at death? Meas. 7 1/2

Mother (Living? ✓ State of Health _____

(Dead? _____ Cause & age at death? _____

Brothers (Number living _____ State of Health _____

(Number dead _____ Cause & age at death? _____

Sisters (Number living 2 State of Health _____

(Number dead _____ Cause & age at death? _____

Has any member of family suffered from neurasthenia or insanity or been confined in any institution for the insane? Give relationship and full history of case.

Has any blood relative been an inmate of a penal institution or poorhouse? Give relationship and state reasons.

Habits: Tobacco? ✓ Alcoholics? ✓ Drugs? _____

PHYSICAL EXAMINATION

Eyes: Color? Blue Exophthalmos? no

Chronic inflammation? no Other abnormality? no

Eyelids: Ptosis? no Condition of conjunctiva on eversion? norm

Other eye conditions? none

Vision: (Note: Each eye must be tested separately.)

Does candidate wear glasses? no For what purpose? —

Distant: Uncorrected vision of right eye? 20/20 Left eye? 20/20

Corrected vision of right eye? 5 Left eye? 5

Near: Uncorrected vision of right eye? 5 Left eye? 5

Corrected vision of right eye? — Left eye? —

Remarks: —

Color sense: Normal
(Standard color plate test required)

Ears: Abnormalities? no Evidence of mastoid or other disease? no

Condition of drums? Right norm Left norm

Hearing: (Note: When testing hearing, the eyes and the opposite ear must be closed.)

Distance conversational speech can be heard:

Right ear — feet. Left ear — feet.

Distance whispered speech (Using residual air) can be heard:

Right ear 15/15 feet. Left ear 15/15 feet.

(Note: Use tuning fork tests, Rinne, Weber & Schwabach, if indicated.)

Right ear — Left ear —

Nose: Deflection of septum marked to left Polypi? no

Chronic nasal disease? no Is candidate a mouth breather? no

Palate: Cleft or perforated? no Other conditions? no

Fauces: Condition of tonsils? Small, scarred Pharynx? norm

R. Babione
Signature of Examining Specialist.

Height? 5 feet, 7 3/4 inches. Weight, stripped? 138 Pounds.

(Robust? <input checked="" type="checkbox"/>)	(White? <input checked="" type="checkbox"/>)
(Puny?)	(Colored?)
(Plethoric?)	(Blonde? <input checked="" type="checkbox"/>)
General appearance: (Complexion: (
(Anaemic?)	(Brunette?)
(Corpulent?)	(Florid?)
(Emaciated?)	(Sallow?)

Skin: Diseases? h

Hair: Color: Brown Thickness h

Glands: Enlargement: h Other abnormalities h

Head, Depressions? h Asymmetries? h

Facial disfigurement? h Facial asymmetry? h

Abnormalities of speech? h

Neck: Goitre? h Other conditions? h

Chest: Inspiration 36 1/2 inches. Expiration 33 inches. Respiratory rate? 16

Inspection: h

Lungs: Palpation: h

Percussion: h

Auscultation: h

X-ray examination: h

Heart: Palpation: h

Percussion: h

Auscultation: h

Exercise Test: Step upon chair 25 times in 30 seconds. Pulse rate should return to normal after two minutes.

Pulse rate: Sitting 74 After exercise 110

Condition of heart after exercise: 72

Blood pressure, Systolic? 128 Distolic? 74 Pulse pressure 64

Abdomen:

Circumference at umbilicus? 29" Tenderness? h
Other abnormalities? h
Liver, percussion? h Palpation? h
Spleen, percussion? h Palpation? h
Inguinal rings? h Hernia? h

Scrotum:

Varicocele? h Hydrocele? h Sarcocoele h

Testicles:

Induration? h Atrophy? h
Other conditions? h

Penis:

Epispadias? h Hypospadias? h
Condition of prepuce? h Venereal diseases? h

Anus:

Hemorrhoids? h Fistulae? h
Prolapse of bowel? h Other conditions h

Spine:

Tenderness? h Curvature? h

Reflexes:

Pupillary: h Cremasteric: h
Patellar: h Babinski: h Ankleclonus: h

Upper Extremity:

Missing fingers? h Contractures of hand? h
Condition of joints? h Other conditions? h

Lower Extremity:

Flat foot? h Bowed legs? h
Knock-knees? h Varicose Veins? h

Hammer toes? h Bunions? h

Other abnormalities? h

Agility:

Co-ordination of muscular movements? y Romberg? h

Defects of gait? h

Mental Condition? h

(Note: If indicated refer to specialist)

Temperature? _____

Has this person been successfully vaccinated within 5 years? h

Has this person had prophylactic typhoid inoculation? h Date last taken h

Urine: Color? _____ Sp. Gr.? _____ Albumin? _____ Sugar? _____

Reaction? _____ Shreds? _____ Blood cells? _____

Pus cells? _____ Casts? _____ Epithelial cells? _____

Blood: Red corpuscles per C.mm _____ White corpuscles per C.mm _____

Differential count _____

Blood serologic tests (syphilis): _____ Haemoglobin per cent: _____

Has candidate any of the following defects, viz: Cachexia, or apparent predisposition to any constitutional diseases, permanent defects of either of the extremities or articulations, including defects of gait, flat foot, badly bowed legs, knock-knees, unnatural curvature of the spine, impaired vision, color-blindness, chronic diseases of the visual organs, epilepsy, insanity, chronic diseases of the ears, deafness, chronic nasal disease, polypi, chronic ulcers or cicatrices of old ulcers likely to break out afresh, chronic cardiac pulmonary or renal affections, insufficient chest expansion, hernia, sarcocele, hydrocele, varicocele (unless slight), fistula in ano, hemorrhoids, varicose veins on lower limbs (unless slight) stature less than 5 feet 4 inches, or more than 6 feet 2 inches, or any marked abnormality of speech or facial disfigurement?

Report of any special examination:

DENTAL EXAMINATION OF _____

GENERAL ORAL CONDITION

MUCOUS MEMBRANE

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Inflamed
<input type="checkbox"/>	Swollen
<input type="checkbox"/>	Ulcerated
<input type="checkbox"/>	Septic

TONGUE

<input checked="" type="checkbox"/>	Coating
<input type="checkbox"/>	Cryptic
<input type="checkbox"/>	Ulcerated
<input type="checkbox"/>	Enlarged

SALIVA

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Excessive
<input type="checkbox"/>	Acidity
<input type="checkbox"/>	Thick orropy
<input type="checkbox"/>	Odor

Glands

Sinus

Throat

OCCUSION

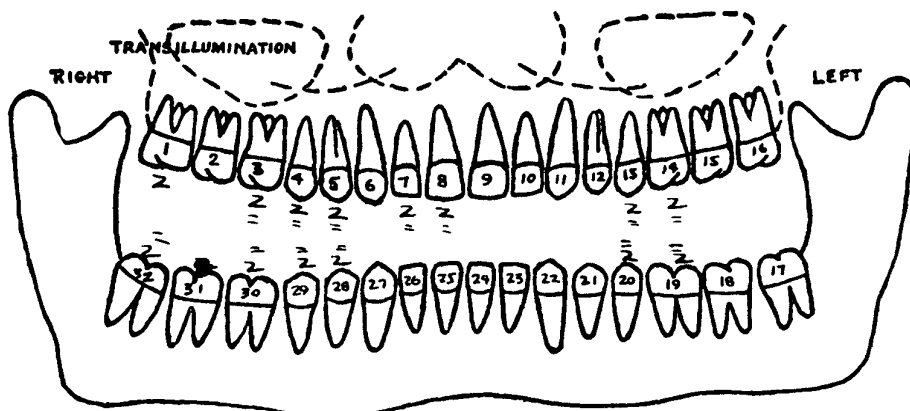
<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Class I
<input type="checkbox"/>	Class II
<input type="checkbox"/>	Class III

ARCH

<input type="checkbox"/>	Square
<input checked="" type="checkbox"/>	Tapering
<input type="checkbox"/>	Ovoid

DENTAL DIAGNOSIS

- A. Labial
- B. Lingual
- C. Incisal
- D. Occlusal
- E. Buccal
- G. Mesial
- H. Distal
- K. Mesio-labial
- L. Disto-labial
- M. Mesio-lingual
- N. Disto-lingual
- O. Mesio-incisal
- P. Disto-incisal
- R. Mesio-occlusal
- S. Disto-occlusal
- T. Bucco-occlusal
- U. Lingual-occlusal
- V. Mesio-disto-occlusal
- W. Bucco-lingual-occlusal



☒ Roots
 ☐ Abscess
 ☐ Impacted
 ☐ Crown
 ☐ Devitalized
 ☐ Dummy bridge
 ☐ On denture
 ☐ Missing
 ☒ Extraction indicated

X-ray No. _____ X-ray reading _____

Gingival disease (indicate nature and extent) _____

Conditions of appliances replacing teeth _____

Remarks: _____

In case a dentist is not available to make the dental examination, the medical examiner shall record missing teeth, prosthetic replacements, and give a general estimate of oral condition.

Date _____ (Signature) Carl A. Schlack _____
Dental Surgeon

Summary of Findings

(Summarize here all defects found.)

1. _____
2. _____
3. _____
4. *none* _____
5. _____

Recommendations:

Typhoid & Smallpox prophylaxis

- S.A.
B. L. Brown*
1. Is this man capable of strenuous ☒ moderate _____ light _____
or very light _____ physical exertion. (Indicate which).
 2. Has this man any defect which would interfere with his participation
in raids or other work connected with the detection and apprehension
of criminals which might entail the practical use of firearms?
(Indicate YES or NO) *No*

Remarks:

H. H. Kague
P. E. Duncan
Amey Brown

Administrative action by Federal Bureau of Investigation.

DIRECTOR

March 13, 1940

~~PERSONAL AND CONFIDENTIAL~~

Mr. Stanley J. Tracy
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-05-2012

Dear Mr. Tracy:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Washington, D. C., on February 27, 1940.

Although no physical defects are noted therein, the Board of Examining Physicians recommends that you be inoculated for typhoid and vaccinated for smallpox. It states that you are capable of performing strenuous physical exertion, and have no defects that would interfere with your participation in raids or other work involving the practical use of firearms.

For your information, it was determined during this examination that your blood is International Type "B".

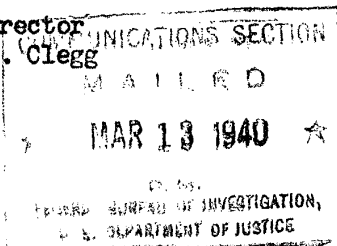
Sincerely yours,

John Edgar Hoover
Director

61-31 222-197

Mr. Tolson	
Mr. Nathan	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Ladd	
Mr. Coffey	
Mr. Egan	
Mr. Glavin	
Mr. Harbo	
Mr. Lester	
Mr. Hendon	
Mr. Nichols	
Mr. Rosen	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

cc - Director
cc - Mr. Clegg



Handwritten signatures and initials, including a large 'P' and 'H'.

JOHN EDGAR HOOVER
DIRECTOR

**Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.**

SJT:apg

June 15, 1940

Mr. Tolson.....	✓
Mr. Nathan.....	✓
Mr. E. A. Tamm.....	
Mr. Clegg.....	
Mr. Ladd.....	
Mr. Egan.....	
Mr. Glavin.....	
Mr. Nichols.....	
Mr. Hendon.....	
Mr. Rosen.....	
Mr. Tracy.....	
Miss Gandy.....	

MEMORANDUM FOR THE DIRECTOR

Re: Gymnasium

I was absent from the gymnasium on June 3, 1940 due to the pressure of official business. I contemplated making this period up the following Saturday.

However, on the following Saturday the International Association of Chiefs of Police, Board of Officers, had a meeting at the Bureau and I was unable to get to the gymnasium on that date.

Respectfully,

AS
S. J. Tracy.

67-31222-198

970
6/27/40

6/27/40
6/27/40

LAN:MET

June 25, 1940

MEMORANDUM FOR MR. TRACY

It is requested that you submit an explanation for your absence from gymnasium on June 17, 18, 19, 20 and 21.

Very truly yours,

John Edgar Hoover
Director

Mr. Tolson _____
Mr. Nathan _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Ladd _____
Mr. Egan _____
Mr. Glavin _____
Mr. Nichols _____
Mr. Hendon _____
Mr. Rosen _____
Mr. Tracy _____
Miss Gandy _____

67-31222-199
JUN 26 11 57 AM '40
H. K. L.

BMS:GJ

October 16, 1940

Mr. Stanley J. Tracy⁶
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Stanley:

I wanted to drop you this personal note to let you know that I am deeply grateful to you for all of the work you did during the recent FBI National Police Academy Associates' Annual Retraining Session.

I know that it must be gratifying to you to feel that you played such a vital part in the success of this year's program, and I did want you to know that I appreciate your efforts to make this our best Session to date.

With kindest personal regards,

Sincerely yours,

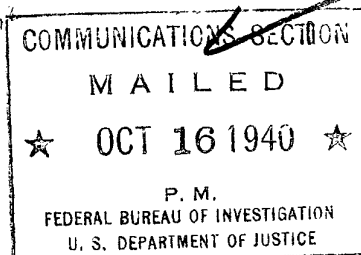
67 31222-208

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ja

h²

Mr. Tolson _____
Mr. Clegg _____
Mr. E. A. Tamm _____
Mr. Foxworth _____
Mr. Nathan _____
Mr. Ladd _____
Mr. Egan _____
Mr. Glavin _____
Mr. Nichols _____
Mr. Hendon _____
Mr. Rosen _____
Mr. Tracy _____
Miss Gandy _____



[Handwritten signature]

WRG:WHA

H. J. Tracy

June 3, 1940

MEMORANDUM FOR MR. TOLSON

In accordance with your request, there are submitted herewith the grades and salaries of all Special Agents in Charge, Inspectors and Bureau Officials at the Seat of Government:-

NAME	GRADE & SALARY	DATE OF LAST PROMOTION
Andersen, H. E.	CAF 12 \$5200	\$200 - 5-1-40
Banister, W. G.	CAF 12 \$4800	\$200 - 6-1-39
Boardman, L. V.	CAF 11 \$4400	\$200 - 10-16-39
Brantley, D.	CAF 13 \$6400	\$200 - 7-1-38
Bugas, J. S.	CAF 12 \$5200	\$200 - 4-16-40
Conroy, E. E.	CAF 12 \$5400	\$600 Dem. 5-10-38
Cornelius, A.	CAF 12 \$4600	\$200 - 4-16-40
Danner, R. G.	CAF 12 \$4600	\$400 - 4-16-40
Davis, E. R.	CAF 11 \$4600	\$400 - 6-1-39
Devereaux, W. S.	CAF 13 \$5600	\$400 - 5-1-40
Drayton, S. J.	CAF 11 \$4600	\$200 - 7-1-39
Duffey, H. R.	CAF 11 \$4600	\$200 - 5-1-40
Fletcher, H. B.	CAF 12 \$4800	\$200 - 3-1-39
Foxworth, P. E.	CAF 13 \$6400	\$100 - 6-1-40
Gebben, E. J.	CAF 11 \$4600	\$400 - 6-1-39
Guerin, R. A.	CAF 11 \$4400	\$200 - 9-1-39
Guinane, E. P.	CAF 12 \$5000	\$200 - 1-1-38
Hanni, W.	CAF 12 \$5400	\$200 - 7-3-30
Hood, R. B.	CAF 12 \$5400	\$200 - 3-1-39
Hottel, G.	CAF 12 \$5200	\$200 - 3-1-39
Jones, G. T.	CAF 12 \$5400	\$1000 Dem. 5-1-33
Kitchin, A. P.	CAF 12 \$5200	\$200 - 4-16-40
Lawler, J. E.	CAF 12 \$4800	\$200 - 5-1-40
Litterman, W. L.	CAF 12 \$5000	\$200 - 1-16-40
McCormack, D. L.	CAF 11 \$4400	\$400 - 6-1-40
McGuire, J. J.	CAF 11 \$4600	\$200 - 5-1-40
McKee, S. K.	CAF 12 \$4800	\$200 - 3-1-39
Newman, J. C.	CAF 12 \$5000	\$400 Dem. 3-1-38
Norris, G. B.	CAF 12 \$5000	\$200 - 6-1-39
Peterson, V. W.	CAF 12 \$5000	\$400 Dem. 3-1-40
Pieper, N. J. L.	CAF 13 \$5600	\$200 - 4-16-40
Plaxico, H. E.	CAF 11 \$4600	\$200 - 7-1-39
Richmond, E. L.	CAF 12 \$4600	Grade only 1-16-40
Richmond, L. H.	CAF 12 \$4600	Grade only 9-1-39
Rutzen, A. C.	CAF 12 \$5000	\$200 - 4-16-40
Sackett, B. E.	CAF 13 \$5600	\$400 - 6-1-40
Scheidt, E.	CAF 12 \$5000	\$200 - 6-1-39
Sears, J. F.	CAF 12 \$4600	\$200 - 6-1-39
Shivers, R. L.	CAF 12 \$5400	\$200 - 4-16-40
Soucy, E. A.	CAF 12 \$4800	\$200 - 5-1-40

Mr. Tolson

Mr. Nathan

Mr. E. A. Tamm

Mr. Clegg

Mr. Ladd

Mr. Egan

Mr. Glavin

Mr. Nichols

Mr. Hendon

Mr. Rosen

Mr. Tracy

Miss Gandy

June 3, 1940

<u>NAME</u>	<u>GRADE & SALARY</u>	<u>DATE OF LAST PROMOTION</u>
Stein, C. W.	CAF 12 \$4600	\$400 - 5-1-37
Stevens, G. A.	CAF 12 \$4800	\$200 - 5-1-40
Suran, R. C.	CAF 12 \$5400	\$200 - 1-16-40
Swenson, J. D.	CAF 12 \$4600	Grade only 1-16-40
Thornton, J. E.	CAF 11 \$4600	\$200 - 7-1-39
Vincent, J. W.	CAF 12 \$5200	\$200 - 6-1-39
Vogel, R. C.	CAF 11 \$4400	\$200 - 7-1-39
Warnes, J. W.	CAF 12 \$5000	\$200 - 5-1-40
Wyly, P.	CAF 12 \$5000	\$200 - 12-16-39
Wynn, E. J.	CAF 11 \$4600	\$200 - 1-1-38

INSPECTORS

Connelley, E. J.	CAF 14 \$7500 *
Gurnea, M. E.	CAF 13 \$6400 *

BUREAU OFFICIALS

Nathan, H.	CAF 14 \$7500 *
Egan, J. S.	CAF 13 \$6400 *
Tamm, E. A.	CAF 14 \$7500 *
Clegg, H. H.	CAF 14 \$7500 *
Ladd, D. M.	CAF 14 \$6500 **
Nichols, L. B.	CAF 13 \$5800 **
Glavin, W. R.	CAF 13 \$6200 **
Tracy, S. J.	CAF 13 \$6200 **
Tamm, Q.	CAF 13 \$5600 **
Rosen, A.	CAF 13 \$5600 **
Pennington, L. R.	CAF 12 \$5400 *
Hince, L. A.	CAF 12 \$5200 **
Hendon, R. C.	CAF 12 \$5000 **
Coffey, E. P.	CAF 13 \$6200 **
Harbo, R. T.	CAF 13 \$6000 **

* At top of grade

** Average of grade would be exceeded if any promotions granted

Respectfully,

W. R. Glavin.

Mr. Tolson _____
 Mr. E. A. Tamm _____
 Mr. Clegg _____
 Mr. Ladd _____
 Mr. Egan _____
 Mr. Glavin _____
 Mr. Nichols _____
 Mr. Hendon _____
 Mr. Rosen _____
 Mr. Tracy _____
 Miss Gandy _____

WRG:MTS

July 6, 1940

Mr. S. J. Tracy
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Stanley:

I wanted to advise you that you were given an excellent efficiency rating for the past year.

It was my desire to afford all of these employees securing excellent efficiency ratings a one-step administrative promotion in salary. I regret that this has not been possible in your case, in view of the fact that at the present time the total salaries of the employees in your grade exceed the average salary for the grade. Accordingly, under existing law, it is not possible to afford such administrative promotions to those receiving excellent efficiency ratings in your grade at this time.

I do want you to know, however, that I officially and personally appreciate the manner in which you have performed your duties. I know that you will continue to efficiently carry out your assignment.

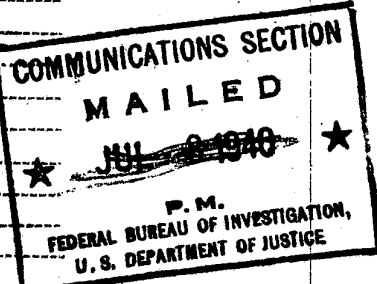
With kind personal regards,

Sincerely yours,

J. Edgar Hoover

CC - Mr. Hoover

Mr. Tolson _____
Mr. Nathan _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Ladd _____
Mr. Egan _____
Mr. Glavin _____
Mr. Nichols _____
Mr. Hendon _____
Mr. Rosen _____
Mr. Tracy _____
Miss Gandy _____



67-31222-200

Handwritten initials and marks, including a large 'P' and '2N'.

November 26, 1940

55.0

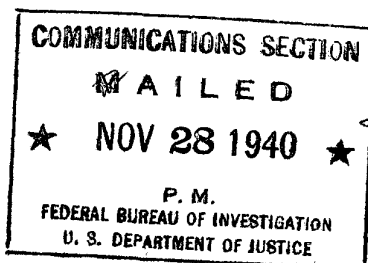
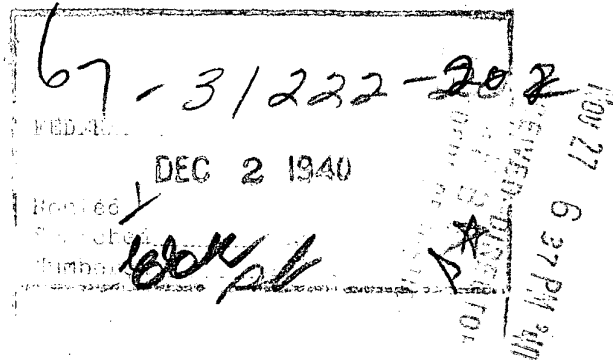
MEMORANDUM FOR MR. TRACY

It is requested that an explanation be submitted for your absence from gymnasium on November 22, 1940.

Very truly yours,

John Edgar Hoover
Director

Mr. Tolson _____
Mr. Clegg _____
Mr. E. A. Tamm _____
Mr. Foxworth _____
Mr. Nathan _____
Mr. Ladd _____
Mr. Egan _____
Mr. Glavin _____
Mr. Nichols _____
Mr. Hendon _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Hendon _____
Mr. Jones _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____



EEK:BT

December 23, 1940

5.5.0
MEMORANDUM FOR MR. TRACY

This is to advise that you received a rating of "Excellent" on your notebook and a grade of 98 on the examination given at the conference for officials and supervisors on December 17, 1940.

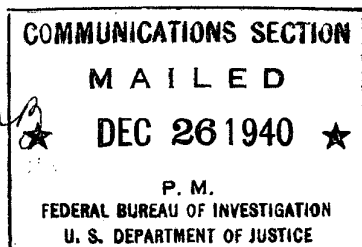
Very truly yours,

John Edgar Hoover
Director

DEC 30 1940

31272-203
u-
Searched ☒ Indexed ☒
Numbered ☒ Filed ☒
DEC 27 1940
FEDERAL BUREAU OF INVESTIGATION

Mr. Tolson _____
Mr. Clegg _____
Mr. E. A. Tamm _____
Mr. Foxworth _____
Mr. Nathan _____
Mr. Ladd _____
Mr. Egan _____
Mr. Glavin _____
Mr. Nichols _____
Mr. Hendon _____
Mr. Rosen _____
Mr. Tracy _____
Miss Gandy _____



[Handwritten signatures]

LAH:VAD

March 31, 1941

MEMORANDUM FOR MR. TRACY

This is to advise you that you received a rating of "Excellent" on your notebook and a grade of 94 on the examination given at the conference for officials and supervisors on March 20, 1941.

Very truly yours,

John Edgar Hoover
Director

3/222-204
tw J

RECEIVED-ROOM 5640
FBI
U.S. DEPT. OF JUSTICE

Mr. Tolson

Mr. E. A. Tamm

Mr. Clegg

Mr. Foxworth

Mr. Glavin

Mr. Ladd

Mr. Nichols

Mr. Rosen

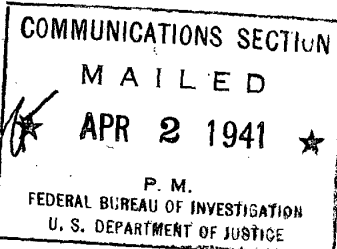
Mr. Carson

Mr. Quinn Tamm

Mr. Hendon

Mr. Tracy

Miss Gandy



RECEIVED-ROOM 5640
FBI
U.S. DEPT. OF JUSTICE

APR 1 5 10 PM '41

APR 2 9 18 AM '41
RECEIVED-DIRECTOR
FBI
U.S. DEPT. OF JUSTICE

Mr
67-

FEDERAL BUREAU OF INVESTIGATION

Mr.
Miss
Mrs.

Mr. Stanley J. Tracy

Date September 23, 1941

New appointment ☐

Transfer ☐

Promotion ☒

Separation ☐

PRESENT STATUS

1. Title: Special Agent (Confidential Assistant to Director) 2. Grade: CAP 13
3. Salary: \$6200 per annum 4. Seat of Government: D
Field: *Salaries and Expenses, FBI*
5. Division: Director's Office 6. Appropriation:

PROPOSED ACTION

7. Title: Assistant Director 8. Grade: CAP 14
9. Salary: \$6500 per annum 10. Seat of Government: D
Field: *Salaries and Expenses, FBI*
11. Division: Division One Identification Division 12. Appropriation:
October 1, 1941
13. Effective: 14. Position: Addition: Milton Ladd, transferred 10-1-41
Vice:
Identical:
15. Remarks:

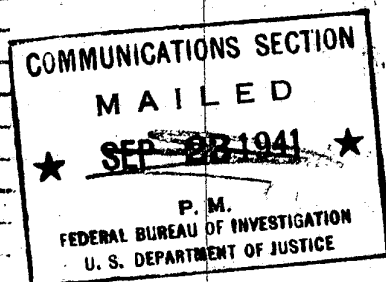
Respectfully submitted,

CC: Chief, Audit Section

Director, Federal Bureau of Investigation

(Title)

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Holloman _____
Mr. Quinn Tamm _____
Mr. Hendon _____
Mr. Tracy _____
Miss Gandy _____



42

September 23, 1941

8
 Mr. Stanley J. Tracy
 Federal Bureau of Investigation
 U. S. Department of Justice
 Washington, D. C.

Dear Mr. Tracy:

This is to advise you that you are hereby
 designated Assistant Director in Charge of the Identifi-
 cation Division and the Technical Laboratory of the
 Bureau.

Sincerely yours,

John Edgar Hoover
 Director

67-31222-208

Searched	Recorded
Numbered	Indexed
OCT 7 1941	
FEDERAL BUREAU OF INVESTIGATION	

Mr. Tolson _____
 Mr. E. A. Tamm _____
 Mr. Clegg _____
 Mr. Foxworth _____
 Mr. Glavin _____
 Mr. Ladd _____
 Mr. Nichols _____
 Mr. Rosen _____
 Mr. Carson _____
 Mr. Drayton _____
 Mr. Quinn Tamm _____
 Mr. Hendon _____
 Mr. Tracy _____
 Miss Gandy _____

Sealed 80
 9/23/41
 K
 100-31222-208

g

HHC:MET

August 23, 1941

0
MR. TRACY

2. Q. Y. There are set out below the grades made by Mr. Nease at the Supervisors' Conference on August 11, 1941:

Examination Grade
100

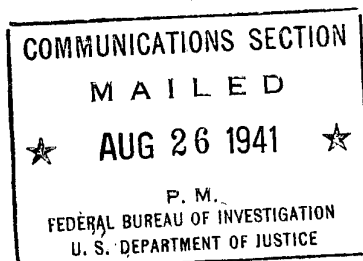
Notebook Grade
Excellent.

It is noted that you also made a grade of 100 on your examination and your notebook grade was Excellent.

Very truly yours,

John Edgar Hoover
Director

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Ladd _____
Mr. Glavin _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Drayton _____
Mr. Quinn Tamm _____
Mr. Hendon _____
Mr. Tracy _____
Miss Gandy _____



67-31222

AUG 28 1941

RECORDED
INDEXED
AUG 26 1941
FBI

Q

FXP

July 10, 1941

Mr. S. J. Tracy
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

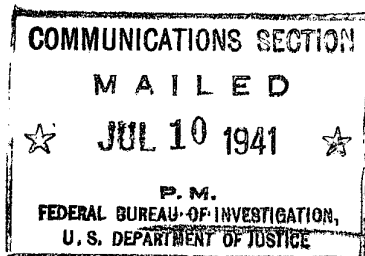
Dear Mr. Tracy:

This will acknowledge the receipt of your contribution of \$5.00 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who dies, from any cause, while employed as a Special Agent.

Sincerely yours,

J. E. Hoover

John Edgar Hoover
Director



67-

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

April 30, 1941

May 31, 1941.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to April 15, 1941, and who dies from any cause, while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

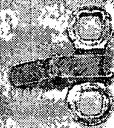
The following person is hereby designated as my beneficiary:

Name Margaret L. Tracy Address 918 Beverley Dr. Alexandria
Relationship Wife. Va.

Very truly yours,

Stanley L. Tracy
Special Agent

ack 7/10/41
20



67-3144-205

PHYSICAL EXAM

RECORDED

67-3144-205	
SEARCHED	INDEXED
SERIALIZED	FILED
JUL 19 1941	

54 JUL 19 1941

Wings

File Folder Empty

DocLab Note

NAME

STATUS

DATE

Request of

Address

Request for Blood KAHN and Blood

WASSERMANN TESTS.

LABORATORY EXAMINATION

7099

N.M.S. Form 16.

U.S. NAVAL MEDICAL SCHOOL
Naval Medical Center
Washington, D.C.

REPORT

KAHN

WASSERMANN

Qualitative

Quantitative
UnitsCholesterolized
Antigen

NEGATIVE

"BLOOD TYPE"

"B"

F.W. FARRAR

Lieut. Comdr. (MC), U.S.N.

LABORATORY EXAMINATION

NAME **TRACY, A.J.**

N.M.S. Form 6

RATE **FBI**

U. S. NAVAL MEDICAL SCHOOL

Naval Medical Center

DATE **17 June, 1941**

Washington, D.C.

Request of

Dr. Feen

Address:

FBI Room

Diagnosis

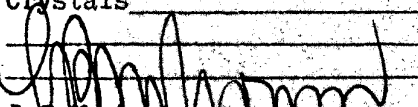
Physical Examination

Character of examination desired

URNALYSIS

Amount: 24 hrs. Submitted
Color **Amber** Transparency **Clear**
Reaction **Acid** Sp. Gr. **1.012**
Albumin **Negative**
Sugar **Negative**
Occult blood **Negative** Special

Casts
Cylindroids Mucus
Leucocytes **2-3 per high dry field**
Erythorcytes
Epithelium **Few squamous**
Crystals


L.B. Newhouser, Lieut. Comdr.,

(MC), U.S.N.

SPECIAL EXAMINATION AND TREATMENT REQUEST

File No. 2236

DATE 6/17/41 U. S. NAVAL HOSPITAL Washington, D.C.

Name TRACEY, Stanley J.

Diagnosis

Exact examination desired

Rate F.B.I. Ward F.B.I. Room.

Referred to X-ray Dept.

X-ray examination of the chest.

Dr. Feen, (M. C.) U. S. N.

REPORT

Film of the chest reveals slight haziness at the apical tips due probably to minimal pleural thickening. The lungfields are otherwise clear except for rather heavy hilar shadows. The diaphragm is negative and the heart shadow is normal.

IMPRESSION: No evidence of recent or active pulmonary tuberculosis.


A.S. CHRISMAN,
LIEUT. (MC) USN.

41
(M. C.) U. S. N.

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS OF THE
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

Washington DC
Place

June 1941

HISTORY

Name Stanley J Tracy Age 40 years, 8 months
Nativity (state) Utah Married, Single, Widowed: Married Number of Children 3

Diseases, operations, or injuries previous to age of 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

none

Diseases, operations, or injuries subsequent to age 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

none

Father (Living? _____ State of Health _____
(Dead? Yes Cause & age at death? Heart Failure 43 yrs)
Mother (Living? Yes State of Health Excellent
(Dead? _____ Cause & age at death? _____)
Brothers (Number living none State of Health _____
(Number dead none Cause & age at death? _____)
Sisters (Number living 2 State of Health 1. Good Age 42
2. Excellent Age 38
(Number dead _____ Cause & age at death? _____)

Has any member of family suffered from neurasthenia or insanity or been confined in any institution for the insane? Give relationship and full history of case.

no

Has any blood relative been an inmate of a penal institution or poorhouse? Give relationship and state reasons.

no

Habits: Tobacco? Yes Alcoholics? Moderate Drugs? no

Stanley J Tracy
Signature of Candidate.

PHYSICAL EXAMINATION

Eyes: Color? Blue Exophthalmos? No

Chronic inflammation? no Other abnormality? no

Eyelids: Ptosis? no Condition of conjunctiva on eversion? OK

Other eye conditions? no

Vision: (Note: Each eye must be tested separately.)

Does candidate wear glasses? For what purpose?

Distant: Uncorrected vision of right eye? 20/20 Left eye? 20/20

Corrected vision of right eye? Left eye?

Near: Uncorrected vision of right eye? 20 left eye? 20

Corrected vision of right eye? 0 - Left eye? 0 -

Remarks:

Color sense: Normal
(Standard color plate test required)

Ears: Abnormalities? no Evidence of mastoid or other disease: no

Condition of drums? Right OK Left OK

Hearing: (Note: When testing hearing, the eyes and the opposite ear must be closed.)

Distance conversational speech can be heard:

Right ear _____ feet. Left ear _____ feet.

Distance whispered speech (Using residual air) can be heard:

Right ear 15/15 feet. Left ear 15/15 feet.

(Note: Use tuning fork tests, Rinne, Weber & Schwabach, if indicated.)

Right ear _____ Left ear _____

Nose: Deflection of septum indefinite Polypi? no

Chronic nasal disease? No Is candidate a mouth breather? No

Palate: Cleft or perforated? no Other conditions? no

Fauces: Condition of tonsils? OK Pharynx? OK

Joseph Connors
Signature of Examining Specialist.

Height? 5 feet, 7 ³/₄ inches. Weight, stripped? 144 Pounds.

Medium ✓
 (Robust? _____) (White? ✓)
 (Puny? _____) (Colored? _____)
 (Plethoric? _____) (Blonde? ✓)
 General appearance: (_____) Complexion: (_____)
 (Anaemic? _____) (Brunette? _____)
 (Corpulent? _____) (Florid? _____)
 (Emaciated? _____) (Sallow? _____)

Skin: Diseases? n

Hair: Color: Sandy Thickness n

Glands: Enlargement: n Other abnormalities n

Head, Depressions? n Asymmetries? n

Facial disfigurement? n Facial asymmetry? n

Abnormalities of speech? n

Neck: Goitre? n Other conditions? n

Chest: Inspiration 37 ¹/₂ inches. Expiration 33 ¹/₂ inches. Respiratory rate? '6

Inspection: n

Lungs: Palpation: n

Percussion: n

Auscultation: n

X-ray examination: - See Report -

Heart: Palpation: n

Percussion: n

Auscultation: n

Exercise Test: Step upon chair 25 times in 30 seconds. Pulse rate should return to normal after two minutes.

Pulse rate: Sitting 76 After exercise 128

Condition of heart after exercise: 84 n

Blood pressure, Systolic? 124 Diastolic? 78 Pulse pressure 46

Abdomen:

Circumference at umbilicus? 30" Tenderness? n
Other abnormalities? n
Liver, percussion? n Palpation? n
Spleen, percussion? n Palpation? n
Inguinal rings? n Hernia? n

Scrotum:

Varicocele? n Hydrocele? n Sarcocoele n

Testicles:

Induration? n Atrophy? n
Other conditions? n

Penis:

Epispadias? n Hypospadias? n
Condition of prepuce? n Venereal diseases? n

Anus:

Hemorrhoids? n Fistulae? n
Prolapse of bowel? n Other conditions n

Spine:

Tenderness? n Curvature? n

Reflexes:

Pupillary: n Cremasteric: n
Patellar: n Babinski: n Ankleclonus: n

Upper Extremity:

Missing fingers? n Contractures of hand? n
Condition of joints? n Other conditions? n

Lower Extremity:

Flat foot? n Bowed legs? n
Knock-knees? n Varicose Veins? n

Hammer toes? n Bunions? n

Other abnormalities? n

Agility:

Co-ordination of muscular movements? n Romberg? n

Defects of gait? n

Mental Condition? n

(Note: If indicated refer to specialist)

Temperature? _____

Has this person been successfully vaccinated within 5 years? No

Has this person had prophylactic typhoid inoculation? Yes Date last taken 1918

Urine: Color? See Sp. Gr.? _____ Albumin? _____ Sugar? _____

Reaction? Report Shreds? _____ Blood cells? _____

Pus cells? attached Casts? _____ Epitheleal cells? _____

Blood: Red corpuscles per C.mm _____ White corpuscles per C.mm _____

Differential count _____

Blood serologic tests (syphilis): _____ Haemoglobin per cent: _____

Has candidate any of the following defects, viz: Cachexia, or apparent predisposition to any constitutional diseases, permanent defects of either of the extremities or articulations, including defects of gait, flat foot, badly bowed legs, knock-knees, unnatural curvature of the spine, impaired vision, color-blindness, chronic diseases of the visual organs, epilepsy, insanity, chronic diseases of the ears, deafness, chronic nasal disease, polypi, chronic ulcers or cicatrices of old ulcers likely to break out afresh, chronic cardiac pulmonary or renal affections, insufficient chest expansion, hernia, sarcocele, hydrocele, varicocele (unless slight), fistula in ano, hemorrhoids, varicose veins on lower limbs (unless slight) stature less than 5 feet 4 inches, or more than 6 feet 2 inches, or any marked abnormality of speech or facial disfigurement?

Report of any special examination:

DENTAL EXAMINATION OF _____

GENERAL ORAL CONDITION

MUCOUS MEMBRANE

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Inflamed
<input type="checkbox"/>	Swollen
<input type="checkbox"/>	Ulcerated
<input type="checkbox"/>	Septic

SALIVA

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Excessive
<input type="checkbox"/>	Acidity
<input type="checkbox"/>	Thick or ropy
<input type="checkbox"/>	Odor

OCCLUSION

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Class I
<input type="checkbox"/>	Class II
<input type="checkbox"/>	Class III

TONGUE

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Coating
<input type="checkbox"/>	Cryptic
<input type="checkbox"/>	Ulcerated
<input type="checkbox"/>	Enlarged

Glands _____

Sinus _____

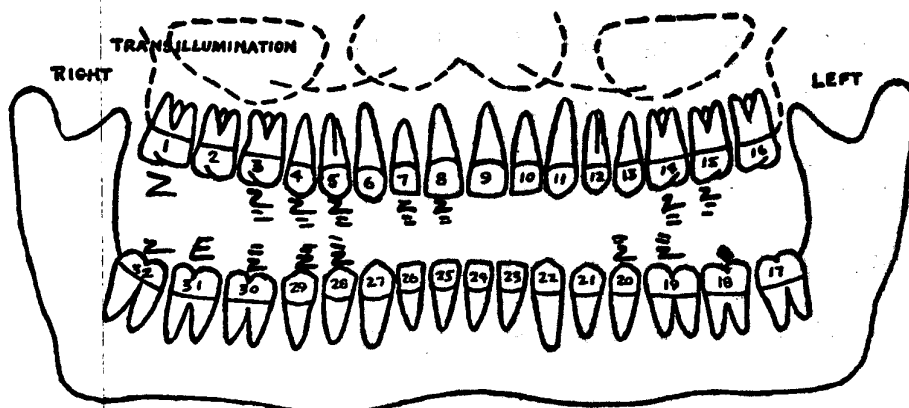
Throat _____

ARCH

<input type="checkbox"/>	Square
<input checked="" type="checkbox"/>	Tapering
<input type="checkbox"/>	Ovoid

DENTAL DIAGNOSIS

- A. Labial
- B. Lingual
- C. Incisal
- D. Occlusal
- E. Buccal
- G. Mesial
- H. Distal
- K. Mesio-labial
- L. Disto-labial
- M. Mesio-lingual
- N. Disto-lingual
- O. Mesio-incisal
- P. Disto-incisal
- R. Mesio-occlusal
- S. Disto-occlusal
- T. Bucco-occlusal
- U. Lingual-occlusal
- V. Mesio-disto-occlusal
- W. Bucco-lingual-occlusal



☒ Roots
 ☐ Abscess
 ☐ Impacted
 ☐ Crown
 ☐ Devitalized
 ☐ Dummy bridge
 ☐ On denture
 ☐ Missing
 ☒ Extraction indicated

X-ray No. _____ X-ray reading _____

Gingival disease (indicate nature and extent) _____

Conditions of appliances replacing teeth _____

Remarks: _____

In case a dentist is not available to make the dental examination, the medical examiner shall record missing teeth, prosthetic replacements, and give a general estimate of oral condition.

Date 6-18-41 (Signature) _____

Dental Surgeon

Summary of Findings

(Summarize here all defects found.)

1. Moderate deflection of Nasal Septum.
2. _____
3. _____
4. _____
5. _____

SA
W. J. R.

Recommendations: J. J. H. & S. P. R. H.

1. Is this man capable of strenuous ✓ moderate _____ light _____
or very light _____ physical exertion. (Indicate which).
2. Has this man any defect which would interfere with his participation
in raids or other work connected with the detection and apprehension
of criminals which might entail the practical use of firearms?
(Indicate YES or NO) No

Remarks:

C. J. Connerack
B. G. Peur

Administrative action by Federal Bureau of Investigation.

DIRECTOR

July 5, 1941

~~PERSONAL AND CONFIDENTIAL~~

Mr. Stanley J. Tracy
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-05-2012

Dear Mr. Tracy:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Washington, D. C., on June 24, 1941.

This report reflects the following physical defects:

Moderate deflection of nasal septum.

The Board of Examining Physicians makes the following recommendations:

**Inoculation for typhoid.
Vaccination for smallpox.**

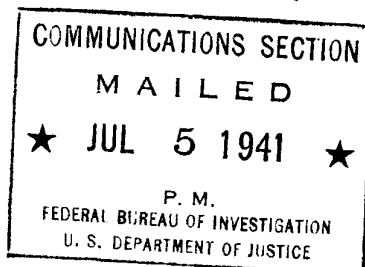
It reports that you are capable of performing strenuous physical exertion, and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

For your information, it was determined during this examination that your blood is International Type "B".

Sincerely yours,

J. E. Hoover

John Edgar Hoover
Director



CC: Mr. Clegg

RECORDED
67-3122
48 records

7 1941

P

JOHN EDGAR HOOVER
DIRECTOR

**Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.**

Director
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Sir:

This is to advise you that I have not at any time advocated the overthrow of the Government of the United States by force or by violence.

I am not now, nor have I been a member of any organization that advocates the overthrow of the Government of the United States by force or by violence.

Very truly yours,

Stanley J. Tracy

Subscribed and duly sworn to before me by the above-named person, this 16th day of April, 1941, at city of Washington, county of , and State (or Territory or District) of Columbia.

Eugene Coleman
Notary Public

June 4, 1941

MEMORANDUM FOR MR. S. J. Tracy

It is desired that you make arrangements with the Chief Clerk's Office within the next week to be afforded the regular annual physical examination at the United States Naval Hospital.

There is attached hereto a physical examination blank which should be filled in on the first page by you and brought with you to the Chief Clerk's Office the day of your physical examination.

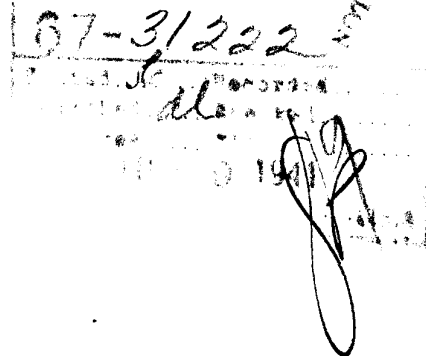
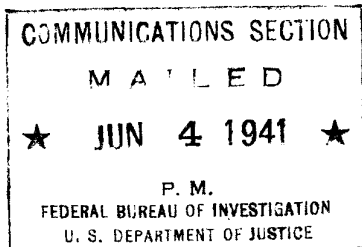
Very truly yours,

J. E. Hoover

John Edgar Hoover
Director

54 JUN 12 '41

Enclosure



October 14, 1941

Mr. Stanley J. Tracy
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Mr. Tracy:

It is with pleasure that I am enclosing a letter from the Attorney General advising you of your promotion from \$6200 per annum in Grade CAF 13 to \$6500 per annum in Grade CAF 14, effective October 1, 1941.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

Enclosure

CC: Mr. Tolson

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Tracy _____
Mr. Rosen _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

COMMUNICATIONS SECTION
MAILED
OCT 14 1941
P. M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

OCT 21 4 11

31222-207

313

RECEIVED-DIRECTOR
F B I
OCT 13 5 13 PM '41
DEPT OF JUSTICE

V. [Signature]

[Signature]

43

DEPARTMENT OF JUSTICE
WASHINGTON, D. C.
September 23, 1941

Mr. Stanley J. Trasy,
Federal Bureau of Investigation,
Department of Justice.

Dear Mr. Trasy:

You are hereby transferred from one position to another in
the Federal Bureau of Investigation as indicated:

From

Position: Special Agent (Confidential Assistant to Director)
Assignment: Director's Office
Grade: CAF 13 Salary: \$6200 per annum
Appropriation: "Salaries and Expenses, FBI"
DEPARTMENTAL

To

Position: Assistant Director
Assignment: Division One, Identification Division
Grade: CAF 14 Salary: \$6500 per annum
Appropriation: "Salaries and Expenses, FBI"
DEPARTMENTAL
Effective: October 1, 1941

Respectfully,



Attorney General.

By the Attorney General:

The Assistant to the Attorney General.

Vice: D. Milton Ladd, transferred 10-1-41



Mr. Tolson ✓
 Mr. E. A. Tamm ✓
 Mr. Clegg ✓
 Mr. Glavin ✓
 Mr. Ladd
 Mr. Nichols
 Mr. Tracy
 Mr. Rosen
 Mr. Carson
 Mr. Coffey
 Mr. Hendon
 Mr. Holloman
 Mr. Quinn Tamm
 Mr. Nease
 Miss Gandy

October 18, 1941

Dear Mr. Hoover:

May I again express my appreciation upon receipt of your letter advising me of my promotion to Grade 14.

I assure you I will do everything possible to justify this promotion.

Sincerely yours,

Stanley Tracy

Mr. John Edgar Hoover
 Federal Bureau of Investigation
 Washington, D. C.

67-31222
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JEN:ROB

September 23, 1941

MEMORANDUM FOR MR. TOLSON

Will you please effect the following administrative changes immediately:

Assistant Director Fawcett, in charge of National Defense Division, to New York, to be in charge of the entire New York Field Division. Up to the present time, we have maintained three units in New York, each under a Special Agent in Charge - namely, the regular New York Office, under Mr. Sackett; the National Defense Division at New York, under Mr. Donagan; and the SIE, under Mr. Guerin. Mr. Connelley has from time to time been in and out of New York to look after the National Defense Division, but his absence from the city has been so frequent that he has not been able to give the attention to the matter as is desired.

The growth of the work in the New York Division has been such that I believe it is desirable at this time to have an Assistant Director assigned there to be in charge of all of our activities in the metropolitan area, and therefore Mr. Fawcett is to be so designated, with Mr. Sackett, Mr. Donagan, and Mr. Guerin as his assistants.

I desire that Assistant Director Ladd, in charge of the Identification Division, be transferred and designated as Assistant Director in charge of the National Defense Division.

I desire that Inspector ~~Stanley J. Tracy~~ be transferred from the Director's Office to the position of Assistant Director in charge of the Identification Division, with an increase in grade and salary from Caf-13, \$6200 to Caf-14, \$6500.

All of the above are to take effect immediately.

Very truly yours

John Edgar Hoover
Director

6

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Foxworth
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Carson
Mr. Drayton
Mr. Quinn Tamm
Mr. Hendon
Mr. Tracy
Miss Gandy

September 23, 1941

Dear Mr. Hoover:

I want to express my deepest appreciation for your letter of September 23, 1941, designating me as Assistant Director in Charge of the Identification Division and the Technical Laboratory.

I appreciate more than words can express this manifestation of your confidence in me and I assure you that I will put forth every effort to justify that confidence.

It is with the deepest regret that I leave your immediate office after almost seven years, as they have been the most profitable and happy seven years of my life.

Sincerely,

Stanley Tracy

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

3/222
6

JOHN EDGAR HOOVER
DIRECTOR



RCH:LD

**Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.**

October 13, 1941

MEMORANDUM FOR MR. NICHOLS

STANLEY J. TRACY

As a matter of record for Mr. Tracy's personnel file, there is set out below his biographical sketch which is being used at the present time:

Mr. Tracy was born September 11, 1900, in Ogden, Utah. He was graduated from the Ogden High School, Ogden, Utah, in June, 1918, and received an LL.B. Degree from George Washington University Law School, Washington, D. C., in 1925. He is a member of the District of Columbia Bar, the Utah State Bar, admitted to Federal Court District of Utah, a member of the Sigma Nu Fraternity, a Lieutenant Commander in the United States Naval Reserve Corps, member of the International Association of Chiefs of Police, a member of the American Legion, and was formerly Assistant Economist of Industrial and Economic Law, United States Department of Labor.

He was appointed Special Agent of the Federal Bureau of Investigation, United States Department of Justice on October 16, 1933, later served as an Inspector attached to the Washington Headquarters of the Bureau, and on September 30, 1941, was appointed Assistant Director in Charge of the Identification Division and the Technical Laboratory of the FBI.

2 DEPT OF JUSTICE
FBI
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OCT 30 11 53 AM '41

RECORDED INDEX

Respectfully,

RCH
R. C. Hendon

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Drayton _____
Mr. Quinn Tamm _____
Mr. Hendon _____
Mr. Coffey _____
Mr. Harbo _____
Tele. Room _____
Tour Room _____
Mr. Nease _____
Mr. Tracy _____
Miss Beahm _____
Miss Gandy _____

37 OCT 22 '41

31222-208

5-181

John
Case

SALT LAKE TRIBUNE
SALT LAKE CITY, UTAH

October 10, 1941

Senator From Sandpit By Ham Park

A hundred men may make an encampment, but it takes a woman to make a home.—Chinese proverb.

It Takes a Heap o' Work, Etc.

(With proper apologies, of course.)

A feller name of Eddie Guest once wrote a touchin' pome

About "a heap of livin' in a house to make it home,"

An' I shore do admire him for writin' such a thought,

But bein' a man, there's bound to be some things that he forgot.

He's bein' sentimental — I'm more practical—I know

It takes a heap o' workin' in a house to make it go.

I love the smell of fresh-washed paint, an' clean clothes in the sun,

An' shiny windows showin' all the curtains freshly done;

The stove an' things reflected in a floor fresh-scrubbed and waxed,

Not time to just enjoy 'em is what keeps my patience taxed.

A million things inside an' out —there's allus somethin' needin',

bet that feller Eddie Guest ain't never done no weedin'.

Fruit cupboards ain't much good unless they're filled to overflowin'

With jars o' jam an' nearly every temptin' thing that's growin'.

There's summer dyin' on the land, an' tain't no time at all

'Til cannin' season's over an' we're right spang into fall.

It takes a heap o' sticky work an' lots o' your attention—

Just one more thing that feller Eddie Guest forgot to mention.

The pride us wimmen feel for home ain't quite like that of man,

His joy is in possession an' acquirin', if he can,

Such things as he can brag about an' p'rhaps show off a bit;

But it's up to us wimmen folks to keep things lookin' fit

An' every cranny redde'd up, from cellar up t' dome—
I say it takes a heap o' work t' make a house a home.

—V. K. W., Ogden.

Notes on the Cuff Department

Noticed Cesare Rinetti limping along and looking somewhat banged up, so I asked him how the other fellow looked. Cesare smiled ruefully, and then explained that he'd been in an automobile wreck. While driving a new car back from the factory, Cesare's machine went into a skid and out of control, turning over several times. The car was completely wrecked and Cesare, Mrs. Rinetti and their daughter, Sylvia, were painfully, but, fortunately, not seriously injured.

Just heard that Stanley Tracy of the F.B.I. had been promoted. I think he's been made assistant to J. Edgar Hoover. Stan, you know, is a Utahn, and another of our boys who has made good in the big town in a big way. I think I owe him a letter, but I'm a punk correspondent, so I'm sending him my congratulations and best wishes this way.

People who irritate me:

Women who occupy two seats in the bus by sitting on the aisle side and practically defy anyone to disturb them.

People who phone and say, "Betcha can't guess who this is."

People who see that you can't quite place them, and, instead of helping you out, say, rebukingly, "You don't remember me, do you?"

Women who refuse to get into line, but crowd up front ahead of everyone. A man would get his block knocked off if he tried such a stunt.

Men who couldn't track a bull elephant in six feet of snow, but who criticize the police, and the chief particularly, for not solving every mystery and arresting every criminal.

The sanctimonious, holier-than-thou type.

Those who say, "Here's something for your column, but don't quote me," and then tell me a bit of slanderous gossip about some prominent person.

Neurotics who write anonymous letters.

Fifth-Wheelers.

Sophisticates who look down their noses at anyone who displays any human emotion.

Incompetents who think that in order to be successful one has to be a crook.

And others too numerous to mention. I've got a grouch on today.

Mr. Tracy
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Hendon
Mr. Pennington
Mr. Quinn
Mr. Nease
Mr. Gandy

BEST COPY AVAILABLE

ST:228

October 8, 1941

67-22630-259

Mr. J. H. Stewart
Vice President
Union Carbide Company
30 East 42nd Street
New York, New York

Dear Sir:

I have received and appreciate very much your kind letter of October 6 concerning a number of changes in supervisory positions in the Bureau.

I am very grateful to you for your thoughtfulness in writing to me and for the kind interest which you show concerning Messrs. Foxworth, Ladd and Tracy.

With all good wishes,

Sincerely,

J. Edgar Hoover

RECEIVED
OCT 8 6 38 AM '41

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Quinn Tamm _____
Mr. Hendon _____
Mr. Tracy _____
Miss Gandy _____

RECEIVED
OCT 8 8 35 AM '41

SENT FROM D. O.
TIME 5:20
DATE 10-8
BY

UNION CARBIDE COMPANY

30 EAST 42ND STREET

NEW YORK

I. M. STEWART
VICE PRESIDENT

October 6, 1941

Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Tracy
Mr. Rosen
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Holloman
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

Hon. J. Edgar Hoover, Director,
Federal Bureau of Investigation,
Washington, D. C.

My dear Mr. Hoover:

It was a real pleasure to read in the
New York Herald Tribune of the new assignments given
to Messrs. Foxworth and Ladd, and of the promotion of
Stanley Tracy.

I am sure that all who have had
the privilege of knowing these gentlemen will find
satisfaction in the recognition which you have be-
stowed upon them. As you are aware, I know them per-
sonally, and such recognition of character and ability
gives one even added confidence in the excellent ad-
ministration of your office.

I hope you will not think I am
presumptuous in writing you as I am, but I could not
resist doing so.

With warm personal regards and best
wishes, I am

Yours sincerely,

Ihe

IMS:wp

*ack
10/8/41*

67-22630-259

Revised V6

Seals 8-10

OCT 10 1941

FEDERAL BUREAU OF INVESTIGATION

U. S. DEPARTMENT OF JUSTICE

TOULSON

E. A. TAMM

LADD

NICHOLS

TRACY

FILES SECTION

TO BE FILLED OUT AND RETURNED PROMPTLY BY EACH EMPLOYEE WHO REGISTERED
IN THE FEBRUARY 16TH DRAFT

1. The address of the board where you registered

Sixth Ward (Delray)
Alexandria, Virginia

2. Is the above board the board servicing the area where you are now
residing? Yes XXXX No

If not, where is your present residence?

3. Your Age 41

4. Your present CAF 14 \$6500 Assistant Director
Grade Salary Title

5. Your present section assignment IDENTIFICATION DIVISION

6. Reasons for deferment other than occupational

Married Yes XXXX No

Wife is working Yes No XXXX

Children None Number 3

Any other reason

STANLEY J. TRACY

Name (Please print)

YOU SHOULD ADVISE YOUR SUPERVISING OFFICIAL IMMEDIATELY UPON THE RECEIPT
OF YOUR QUESTIONNAIRE, CLASSIFICATION, OR ANY OTHER INFORMATION RECEIVED
FROM YOUR DRAFT BOARD.

0
S. J. TRACY

SALT LAKE TRIBUNE
SALT LAKE CITY, UTAH

November 2, 1941

Mr. Tolson ✓
Mr. E. A. Tamm ✓
Mr. Clegg ✓
Mr. Glavin ✓
Mr. Ladd ✓
Mr. Nichols ✓
Mr. Rosen ✓
Mr. Tracy ✓
Mr. Carson ✓
Mr. Egan ✓
Mr. Gurnea ✓
Mr. Hendon ✓
Mr. Jones ✓
Mr. Quinn ✓
Mr. Nease ✓
Mr. Gandy ✓
Hug

Utahn Becomes Top Aid To Director of G-Men

Special to The Tribune

WASHINGTON, Nov. 1.—Stanley J. Tracy, former inspector and confidential assistant to Director J. Edgar Hoover of the federal bureau of investigation and native Utahn, recently was named assistant director of the bureau in charge of the identification division and technical laboratories.

Under Mr. Tracy's supervision is the fingerprint classification department and files, which receive an average of 25,000 new fingerprints each day.

Another important section of Mr. Tracy's division is the technical laboratory, where chemists and physicists work on a 24-hour shift analyzing bits of cloth, scraps of boots, nails, hair and all manner of small objects.

Mr. Tracy, a son of Mrs. Scena Larson Tracy of Midvale, was born in Ogden. He attended the Ogden high school and graduated from the George Washington law school. Before joining the staff of the F B I in 1933, Mr. Tracy served as special agent and assistant economist in the labor department and later as an attorney with the veterans administration.

The Tracys, which include Mrs. Tracy, the former Miss Margaret Qualtrough of Salt Lake City, James, Nedra and Robert, live in Alexandria, Va.



Stanley J. Tracy . . . Native Utahn who recently was named assistant director of the federal bureau of investigation.

67-207 RECORDED

SALT LAKE TRIBUNE
SALT LAKE CITY, UTAH

November 5, 1941

Senator From Sandpit

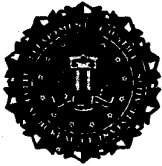
By
Ham Park

HAMILTON G. PARK
COLUMNIST

Received a letter from Stan Tracy, newly appointed assistant to J. Edgar Hoover of the FBI, saying that he had received my congratulations via the column, and that he appreciated them. Stan's promotion was no surprise to me, and it won't surprise me if Jay C. Newman gets one, either. He's another Utah boy who has a lot on the ball.

69-
NOT RECORDED

JOHN EDGAR HOOVER
DIRECTOR



**Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.**

April 18, 1942

SJT:BT

MEMORANDUM FOR MR. TOLSON

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin ☒ _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. McGuire _____
Mr. Harbo _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Bashm _____
Miss Gandy _____

On April 17, 1942, I received my Selective Service
Questionnaire. It must be returned by April 26, 1942.

Respectfully,

S. J. Tracy
S. J. Tracy

81222-209
Received _____
Searched _____
Numbered *54* _____
APR 30 1942
FEDERAL BUREAU OF INVESTIGATION

FOR DEFENSE



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February 27, 1942

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38 mcd

Mr. John F. Maroney
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Mr. Maroney:

I have received your letter of February 23, 1942, and appreciate your writing to me concerning your recent transfer. It is very good to know also that you have enjoyed so much your work here in Washington.

In accordance with your request it is a pleasure to enclose one of my photographs which I have autographed for you.

With best wishes and kind regards,

Sincerely yours,
J. Edgar Hoover

Enclosure

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Hendon _____
Mr. Holloman _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

cc: Mr. Tracy

COMMUNICATIONS SECTION
MAILED 3
FEB 28 1942 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

RECEIVED ROOM 5640
F B I
U.S. DEPT. OF JUSTICE

FEB 28 1942
U.S. DEPT. OF JUSTICE

McKusick

Washington, D. C.
February 23, 1942

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

Mr. J. Edgar Hoover, Director
Federal Bureau of Investigation
United States Department of Justice

Dear Mr. Hoover:

I should like to acknowledge and thank you for the transfer I received to the Chicago Field Division.

This transfer comes as very welcome news because of the fact that I resigned and I had given up hope of ever working in the field. I want you to know that I shall work as hard as I can in order to impress Mr. Johnson and make him feel that I deserved the opportunity I have now received.

Although I am yet young, I have worked for many companies but until now, I have failed to see the kind of treatment that I deem fair. I have been treated better by the supervisors in the Federal Bureau of Investigation than by any others. I would like to comment particularly on Mr. D. M. Ladd, Mr. S. J. Tracy, and Mr. Quinn Tamm. The interviews I have had with these gentlemen have been most enlightening and the courtesy with which I was treated will always be to me a method for judging similar men in similar capacities.

I would like the pleasure of thanking you personally for this favor but I am afraid that your limited time prohibits this. However, as long as this is impossible, I wish that you would favor me with one of your autographed photographs. I should like to take one of these home with me.

My service at the seat of government will end at the close of business on March 5, 1942. I will report to Mr. Johnson at Chicago, on March 9, 1942. This is in accordance with the notice I gave Mr. Bowles.

Again thanking you for this fine gesture and with expressions of my esteem, I am

Respectfully yours,

John F. Maroney
4/28/41

W. C. Ladd

ack 2/27/42

March 12, 1942

Mr. Stanley J. Tracy
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

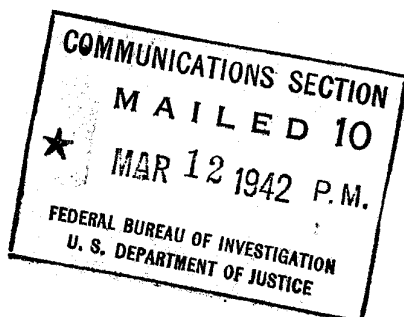
Dear Mr. Tracy,

This will acknowledge the receipt of your contribution of \$5.00 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who dies, from any cause except self destruction, while employed as a Special Agent.

Sincerely yours,

J. E. Hoover

John Edgar Hoover
Director



MAR 13 1942

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MAR 13 1942

**Federal Bureau of Investigation
United States Department of Justice**

March 2, 1942

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to February 2, 1942, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name Mrs Margaret L. Tracy Address 918 Beverley Drive
Relationship Wife Alexandria Va

Very truly yours,

Stanley Tracy
Special Agent

*ack 3/12/42
mee*

7639
Room

JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

ADMINISTRATIVE UNIT

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Tracy _____
Mr. Rosen _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. Quinn Tamm _____
Mr. Harbo _____
Tele. Room _____
Mr. Nease _____
Miss Boehm _____
Miss Gandy _____

LBN:WGR

January 20, 1942

X all in page also
MEMORANDUM FOR THE DIRECTOR

COMMITTEE ASSIGNMENTS

The following are the various committee assignments of Bureau officials:

H. H. ~~X~~Clegg- Member Intelligence Coordinating Committee for Facilities Security. (OCD).
Member Departmental Advisory Committee on Revision of Criminal Procedure.
Member of American Bar Association Committee on Police Standards and Training.
Member of Civil Service Commission Committee to Select Special Investigator for Washington Police Department.

E. P. ~~X~~Coffey- Committee 8, Defense Communications Board State and Municipal Facilities Committee.

J. S. ~~X~~Egan- Member Executive Committee IACP.

W. R. ~~X~~Glavin- Employees Efficiency Rating Appeals Board FBI.

L. A. ~~X~~Hince- Member Censorship Operations Board.
Alternate Member to Mr. Clegg Intelligence Coordinating Committee for Facilities Security Committee. (OCD).

D. M. ~~X~~Ladd- Inter-Departmental Intelligence Conference.

E. A. ~~X~~Tamm- Inter-Departmental Intelligence Conference.

67-8166-41
FEB 28 1942
ROUTED _____
SEARCHED _____
NUMBERED _____
THREE

Memo to
all Asst Directors
2/17/42

D. J. ~~X~~Parsons- Federal Fire Council

M. C. ~~X~~Spear- Alien Enemy Registration Committee

S. J. ~~X~~Tracy- Alternate to Mr. Glavin on Employees
Efficiency Rating Appeals Board.

Alien Control Section

Review Committee on Visa Applications:

A. C. ~~X~~Bise
J. W. ~~X~~Cannon
R. J. ~~X~~Lally

Primary Committees on Visa Applications:

W. H. ~~X~~Caver
W. D. ~~X~~Blood
R. O. ~~X~~Dunker
W. A. ~~X~~Hilgendorf
R. B. ~~X~~Smith

Respectfully,

✓ 
L. B. Nichols

Apr 11 29, 1942

Gentlemen:

Mr. Tracy has been employed in this Bureau since October 16, 1933, and is a trained Special Agent. He is now performing duties as the Assistant Director of the Identification Division of this Bureau, and accordingly, I desire to request that appropriate deferment be granted to him. In connection with this matter, I am transmitting herewith D.S.E. Form 42-A which has been executed by me under date of April 23, 1942.

I want you to know that it is my desire to cooperate with your Board to the fullest extent, and if there is any additional information you may desire with regard to this case, please do not hesitate to call upon me. Of course, I shall keep you promptly advised as to any change whatsoever in his occupational status with this Bureau.

cc: Mr. Ladd

U.S. DEPT. OF JUSTICE
FBI
RECEIVED
COMMUNICATIONS SECTION
MAILED 12
★ APR 29 1942 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

Sincerely yours,

John Edgar Hoover

J. Edgar Hoover
FEDERAL BUREAU OF INVESTIGATION

AFFIDAVIT TO SUPPORT CLAIM FOR OCCUPATIONAL DEFERMENT

INSTRUCTIONS.—This form is to be filled out by an employer or other person who has knowledge of the registrant's eligibility for Class II deferment as a necessary man in his civilian occupation or activity. If the registrant owns and operates his own business, he may fill out this form himself.

All parts except Part E should be filled out for a registrant engaged in a business, occupation, or profession.

Parts A, E, F, G, and H should be filled out for a registrant pursuing a course of instruction in preparation for work necessary to the National Defense.

A. IDENTIFICATION OF REGISTRANT:

1. Local Board No. 1 (County) Alexandria (City) Virginia (State)
2. Name of registrant S. J. TRACY Order No. 12774

B. INDUSTRY, BUSINESS, OR SERVICE IN WHICH REGISTRANT IS ENGAGED:

1. Name of firm, corporation, partnership, etc. Federal Bureau of Investigation, United States Department of Justice
2. Description of industry or other activity See attachment
3. Is the activity seasonal? No If so, what is the season? _____
4. Has your product or service any relationship to the National Defense production program? Yes If so, specify As mentioned under B. 2, the Bureau has investigative jurisdiction over all violations pertaining to the internal security of the United States.
5. Is your product or service necessary to the health, safety or interest of the community or the Nation? Yes If so, specify See attachment
6. (a) Have you any National Defense contracts or subcontracts? _____ If so, specify _____
- (b) Do any of the above contracts carry specific priority ratings? _____ If so, specify _____
7. Approximate percentage of product or service currently produced for use of—
- (a) The general public _____
- (b) The Government See attachment
- (c) A primary contractor of the Government _____ Explain item (c) here _____

8. If an agricultural pursuit, state:

(a) Size and type of farm.....

(b) Number of acres under cultivation..... Number of livestock, poultry, etc.

(c) Principal product

(d) Number of persons employed for wages

C. OCCUPATION OF REGISTRANT:

1. What is the title of his present job or position? Assistant Director

2. On what date did he enter upon present duties? October 16, 1933

3. What is his weekly rate of pay? \$6500 annually (CONFIDENTIAL)

4. Is he a— ☒ Regular employee.

☐ Other (specify):

(Check one) ☐ Seasonal employee.

☐ Temporary or occasional employee.

5. Has he a journeyman rating?

6. Is he— ☐ Skilled. See attachment D. 6. a.
(Check one) ☐ Semiskilled. ☐ Unskilled.

(a) Is he in training as an apprentice or learner?

(State which)

(b) How long has he been in such training?

(c) On what date will he complete his training?

(d) For what work is he preparing?

7. (a) Give an ACCURATE and FULL description of his duties. (If possible use United States Employment Service job specifications) See attachments B. 2 and D. 6. a.

(b) On what specific product or service is he primarily engaged? See attachment B. 2

8. Is the registrant trained or experienced in more highly skilled work than that in which he is now engaged?

If so, specify

D. DATA RELATIVE TO "NECESSITY" OF THE REGISTRANT:

(See last page of this form for definitions of "necessary man" and regulations regarding deferment.)

1. Have you had difficulty in recruiting workers with the registrant's qualifications or skill? Yes If so, explain action taken, and results See attachment

2. Do you anticipate that you would have difficulty in recruiting workers with the registrant's qualifications or skill now or in the future? Yes If so, upon what grounds do you base your anticipation? See attachment D. 1

3. Would the registrant's removal cause a material loss of effectiveness in your activity? Yes If so, upon what grounds do you base your statement? See attachments D. 1 and D. 5
4. Would the registrant's removal cause such a serious interruption or delay in your activity that it would impede the National Defense program? Yes If so, upon what grounds do you base your statement? See attachments D. 1 and D. 5
5. (a) How many persons of similar skill or training do you employ? _____
 (b) Are you expanding that part of your business that requires the services of the registrant's special qualifications or skill? Yes If so, specify in detail See attachment
6. (a) How long does it take to train a person in the registrant's qualifications or skill? See attachment and remarks
 (b) How many persons are you now training in these qualifications or skill to replace separated workers? _____
 To fill newly created jobs? 300

E. STUDENTS AND OTHERS IN TRAINING:

(To be filled in by appropriate official of school or institution.)

1. Name and type of school or institution _____ (Name)
 _____ (Type) Location _____ (City) (State)
2. Designation of course pursued by registrant _____
3. For what certificate or license (if any) is he preparing? _____
4. Length of time already spent in course _____
5. How has he progressed to date? _____
6. On what date do you expect the registrant to complete this training? _____
7. Has he offers or contracts of employment after completing the course? _____ If so, specify _____

F. EMPLOYER'S (OR SCHOOL OFFICIAL'S) STIPULATION:

1. Based on the definitions given below in "Excerpts from Selective Service Regulations," I/we recommend classifying this registrant in Class II-B
 (II-A or II-B)
2. Deferment of this registrant is requested for Indefinite
 (Length of time)
3. It is agreed that I/we will notify registrant's Local Board of the resignation, dismissal, failure to make progress in training, or a change in the nature of the employment of the above-named registrant.
4. The registrant is not related to any of the executive officers of this employing unit. The above relationship, if any, is _____
 (Is, is not)

G. REMARKS: Mr. Tracy is the Assistant Director in charge of the Identification Division of this Bureau.

H. JURAT:

I, J. Edgar Hoover do solemnly swear (or affirm) that
(Name)
I am the Director of the Federal Bureau of Investigation
(Official position) (Name of employing unit, or school or institution)
and that the foregoing statements are true to the best of my knowledge and belief.

(Signature)

Subscribed and sworn to before me this 23rd day of April, 1942.

(Signature of official administering oath)

(Official designation of official administering oath)

THE OATH REQUIRED BY THIS FORM MAY BE ADMINISTERED BY:

1. Any civil or military officer authorized to administer oaths generally or in military administration.
2. Any member of a Local Board or Board of Appeal, or the clerk of such board.
3. Any government appeal agent.
4. Any member or associate member of an Advisory Board for Registrants.
5. Any Postmaster.
6. Any other person authorized by the Selective Service Regulations to administer oaths.

No fee shall be charged by any person for administering the oath required on this form.

EXCERPTS FROM SELECTIVE SERVICE REGULATIONS

351. "Necessary man" defined.—A registrant shall be considered a "necessary man" in industry, business, employment, agricultural pursuit, governmental service, or in any other service or endeavor, including training or preparation therefor, only when all of these conditions exist:

- (a) He is, or but for a seasonal or temporary interruption would be, engaged in such activity.
- (b) He cannot be replaced satisfactorily because of a shortage of persons with his qualifications or skill in such activity.
- (c) His removal would cause a material loss of effectiveness in such activity.

352. Composition of Class II.—(a) In Class II-A shall be placed any registrant found to be a "necessary man" in any industry, business, employment, agricultural pursuit, governmental service, or any other service or endeavor, or in training or preparation therefor, the maintenance of which is necessary to the national health, safety, or interest in the sense that it is useful or productive and contributes to the employment or well-being of the community or the Nation.

(b) In Class II-B shall be placed any registrant found to be a "necessary man" in any industry, business, employment, agricultural pursuit, governmental service, or any other service or endeavor, or in training or preparation therefor, the maintenance of which is essential to the national health, safety, or interest in the sense that a serious interruption or delay in such activity is likely to impede the National Defense program.

353. Length of deferments for Class II-A.—(a) Class II-A deferments shall be for a period not longer than 6 months, at the expiration of which time the deferment shall cease. Upon the expiration of any such period, the case of the registrant shall be reopened and his classification considered anew in the manner provided in Section XXX, and, if the facts warrant, the registrant may again be classified in Class II-A for a further period not to exceed 6 months.

(b) Class II-B deferments shall not be limited as to the period during which they shall be effective. The case of a registrant classified in Class II-B may be reopened and his classification considered anew in the same manner and for the same reasons as any other classification. (See Section XXX.)

B. 2.

The Federal Bureau of Investigation has been designated as the sole civilian Government investigative agency, having jurisdiction over the investigation of matters pertaining to the national defense, that is, espionage, sabotage, registration of agents of foreign principals and the like. Further, the Federal Bureau of Investigation has sole investigative jurisdiction in a great number of other Federal statutes which embrace bank robbery, kidnaping, extortion, white slave traffic, the National Motor Vehicle Theft Act, and numerous others. The Federal Bureau of Investigation has also been designated by Congress as the agency officially responsible for the tabulation and dissemination of police statistics for the entire country. Under an Act of Congress these statistics are gathered and are distributed to thousands of interested police and affiliated agencies each quarter so that trends of crime, crime records, and crime control can be known to those to whom it is of most interest. Further than this, the Federal Bureau of Investigation has been designated as the agency having jurisdiction over the classification and maintenance of fingerprint records, not only on a national basis, but on an international basis. We have some thirty-one million sets of fingerprints on hand today. We are receiving the fingerprint records of all persons enlisted or being inducted into the Army and enlisted in other military services. Thousands of persons in public utility positions are fingerprinted and the prints are retained in our files. Those working in national defense industries on many occasions are fingerprinted, their prints being included in our files. Our Government employees' prints are included. We are receiving thousands of criminal fingerprints from all police agencies in the country daily and it is essential that we immediately be able to notify the arresting agency of the criminal record of the individual because he may be wanted for more serious crimes in other sections of the country and if he is to be released on a mere vagrancy or other charge, he may be set free to continue his depredations on society. This Bureau, together with many other foreign countries, participates in the international exchange of fingerprints. Hundreds of international crooks are brought to task yearly through the media of this service we have rendered.

Our Criminology Laboratory handles the scientific examination of evidence in cases investigated by the Federal and local law enforcement agencies. A great deal of their work is done in the examination of suspected sabotage cases at the present time. The scientists in that Laboratory have lectured throughout the country on bombs and explosives so that local police agencies may be adequately prepared to handle any such matters which might arise under their jurisdiction.

There are contained in our Files Section the files of hundreds of thousands of individuals whose activities are of the greatest importance to the country today. The work of the Files Section and the records of that section which have to do not only with the investigation of kidnaping, extortion, bank robbery, and like cases but also the investigation of our espionage, sabotage, foreign agent cases, and others, are of course accessible to employees working in that unit. It is most essential that only the most trusted employees be so assigned.

B. 5.

The work of the Federal Bureau of Investigation is of the utmost importance in the national defense. It is essential that thoroughly qualified personnel of the highest integrity and background be secured for every position in the Bureau. Our work is the guarding of the internal security of the country, not only in national defense matters, but in the control of those criminals who previously had terrorized the country in waves of bank robbery, kidnaping, extortion, white slavery, automobile theft, and numerous other crimes. There is no doubt whatsoever in the minds of law enforcement officials that should any group be permitted to have the assurance that their activities were being minimized during the present national emergency, we would have a tremendous country-wide wave of crime in that particular category in a very short period of time. It is, therefore, essential that from a national defense standpoint and from a public security standpoint the Bureau maintain its qualified staff at an absolute maximum in order to continue to have control of the criminal element under its jurisdiction.

I, J. Edgar Hoover, do solemnly swear (or affirm) that I am the Director of the Federal Bureau of Investigation and that the foregoing statements are true to the best of my knowledge and belief.

Subscribed and sworn to before me this 23rd day of April, 19 42

B. 7. a. b. c.

The Federal Bureau of Investigation is primarily a service agency. We serve our Government and the public. We cannot determine the amount of work which is going to be referred to us. If there is a crime wave of local or national significance at any time the work of the Bureau is increased in comparison. Our identification, laboratory, and crime statistics facilities reflect very definitely the trends in the country. We must have available personnel to properly handle the thousands of fingerprint records being received by us daily. We are at the present time receiving approximately thirty-four thousand sets of prints daily. We must have a scientific staff in the laboratory to examine scientific evidence. We must have an investigative force of sufficient size to handle the work being referred to us. We must have a technical and supervisory staff of sufficient size to render the service to our investigative, identification, laboratory, and statistical staffs so that we may have the benefit of the wealth of information in our various files. The work of the Federal Bureau of Investigation has increased so tremendously that every employee in the Bureau, regardless of his position, is performing a tremendous amount of overtime service. Our Special Agent investigators are performing no less than four hours a day overtime service. In the present emergency we have found it necessary to curtail leave because of inadequate personnel and many of our men have worked over long periods of time without having any time off for vacation.

D. 1.

The additional duties imposed upon the Bureau since the declaration of the national emergency have made it necessary that our staff be more than doubled. From the information furnished under sub-heading B, it will be seen that it is essential to carefully investigate every employee in the Bureau. All of our employees in the performance of their work at one time or the other has opportunity to observe and note the content of confidential investigative reports, the publication of which would be most detrimental to the national safety. We have had considerable difficulty in securing sufficient employees. We find that out of applicants who file application, we are successful in appointing about one out of every one hundred. It, therefore, means that if we lose an employee after he is fully investigated and is being given training or has been experienced, we must again consider on an average, one hundred persons before he can be replaced. In the accelerated program of the Government it is essential that the Federal Bureau of Investigation work at top speed to keep abreast of its duties and investigation of matters pertaining to national defense, its regular activities, and its most important and essential identification activities at this time.

D. 5.

At the present time the Federal Bureau of Investigation is employing additional qualified persons as rapidly as they can be found. The assembled Congress has in the past several months passed several bills which will increase even to a greater extent our present volume of work. The needs of the service as to employees fluctuate with the periods of stress in the country.

D. 6. a.

Special Agents of the Federal Bureau of Investigation are given twelve weeks of training which embraces five hundred and thirty-five hours of study. During that period of time they are trained not only in investigative techniques and procedures but are qualified in the handling of firearms, mechanical devices, and technical devices in use by the Bureau. After entering the field service after training, their skill, of course, increases with their length of service in the field.

I, J. Edgar Hoover, do solemnly swear (or affirm) that I am the Director of the Federal Bureau of Investigation and that the foregoing statements are true to the best of my knowledge and belief.

Subscribed and sworn to before me this 23rd day of April, 1942

JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

September 10, 1942

CC-287

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Kramer _____
Mr. McGuire _____
Mr. Harbo _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

SJT:jm

MEMORANDUM FOR MR. GLAVIN

RE: SELECTIVE SERVICE

I received my Selective Service questionnaire DSS Form 40 on September 4, 1942. My order number is 12774.

It is being returned to the Local Board, Alexandria City, 305 Post Office Building, Alexandria, Virginia today.

Very truly yours,

S. J. Tracy
S. J. Tracy

note and ask

1 SEP 16 1942

127-31222-241

16 1942

2

FOR DEFENSE



JSR:EJK

August 17, 1942

~~Confidential~~

Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D. C.

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-05-2012

Dear Sir:

Mr. E. P. Coffey attended an In-Service training
course from July 27 to August 7, 1942.

He attained the following firearms scores:

Hip Shooting	64
Practical Pistol Course	70
Shotgun	—
.30 Rifle	69
Machine Gun	90

Very truly yours,

John Edgar Hoover
Director

3 AUG 20 1942

67-101 RECORDED

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

COMMUNICATIONS SECTION
MAILED
★ AUG 18 1942 ★
P. M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

RECEIVED
AUG 18 2 53 PM '42
U. S. DEPT. OF JUSTICE
AUG 18 2 28 PM '42

RECEIVED
AUG 19 1942
FEDERAL BUREAU OF INVESTIGATION

[Handwritten signatures and initials]

REPORT OF EFFICIENCY RATING

REGULAR () INTERIM ()
PROBATIONARY—1ST () 2d ()

Classification Symbols		
CAF	14	
(Service)	(Grade)	(Class)

As of March 31, 1942 based on performance during period from April 1, 1941 to March 31, 1942

S. J. Tracy

(Name of employee)

Assistant Director

(Title of position)

Federal Bureau of Investigation

(Bureau)

Identification

(Division)

(Section)

(Subsection or unit)

(Field office)

ON LINES BELOW MARK EMPLOYEE	1. Underline the elements which are especially important in the position. 2. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in <i>italics</i> or not. 3. Before rating, become thoroughly familiar with instructions in the rating manual.	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
✓ if adequate		
— if weak		
+ if outstanding		

- | | |
|---|---|
| ----- (1) Maintenance of equipment, tools, instruments. | ----- (21) Effectiveness in planning broad programs. |
| ----- (2) Mechanical skill. | ----- (22) Effectiveness in adapting the work program to broader or related programs. |
| ----- (3) Skill in the application of techniques and procedures. | ----- (23) Effectiveness in devising procedures. |
| ----- (4) Presentability of work (appropriateness of arrangement and appearance of work). | ----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| ----- (5) Attention to broad phases of assignments. | ----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates. |
| ----- (6) Attention to pertinent detail. | ----- (26) Effectiveness in instructing, training, and developing subordinates in the work. |
| ----- (7) Accuracy of operations. | ----- (27) Effectiveness in promoting high working morale. |
| ----- (8) Accuracy of final results. | ----- (28) Effectiveness in determining space, personnel, and equipment needs. |
| ----- (9) Accuracy of judgments or decisions. | ----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines. |
| ----- (10) Effectiveness in presenting ideas or facts. | ----- (30) Ability to make decisions. |
| ----- (11) Industry. | ----- (31) Effectiveness in delegating clearly defined authority to act. |
| ----- (12) Rate of progress on or completion of assignments. | |
| ----- (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no) | |
| ----- (14) Ability to organize his work. | |
| ----- (15) Effectiveness in meeting and dealing with others. | |
| ----- (16) Cooperativeness. | |
| ----- (17) Initiative. | |
| ----- (18) Resourcefulness. | |
| ----- (19) Dependability. | |
| ----- (20) Physical fitness for the work. | |

STATE ANY OTHER ELEMENTS CONSIDERED

- (A) -----
(B) -----
(C) -----

STANDARD		Adjective rating	Numerical rating
Deviations must be explained on reverse side of this form			
All underlined elements marked plus, and no element marked minus	Adjective rating <u>Excellent</u> ✓	Numerical rating <u>1</u>	Rating official <u>E</u>
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3	
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or a majority of underlined elements marked at least with a check, and minus marks on underlined elements overcompensated by plus marks on underlined elements	Good	4, 5, or 6	Reviewing official <u>L</u>
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8	
A majority of underlined elements marked minus	Unsatisfactory	9	

On the whole, do you consider the conduct of this employee to be satisfactory? (See back of form)
(Yes or no)

Rated by Ceyde A. Tolson (Signature of rating official) Asst. Dir. (Title) 4/21/42 (Date)

Reviewed by J. Edgar Hoover (Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee JUN 3 1942 (Date) Report to employee (Adjective rating) (Numerical rating)

JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

September 16, 1942

SJT:jm

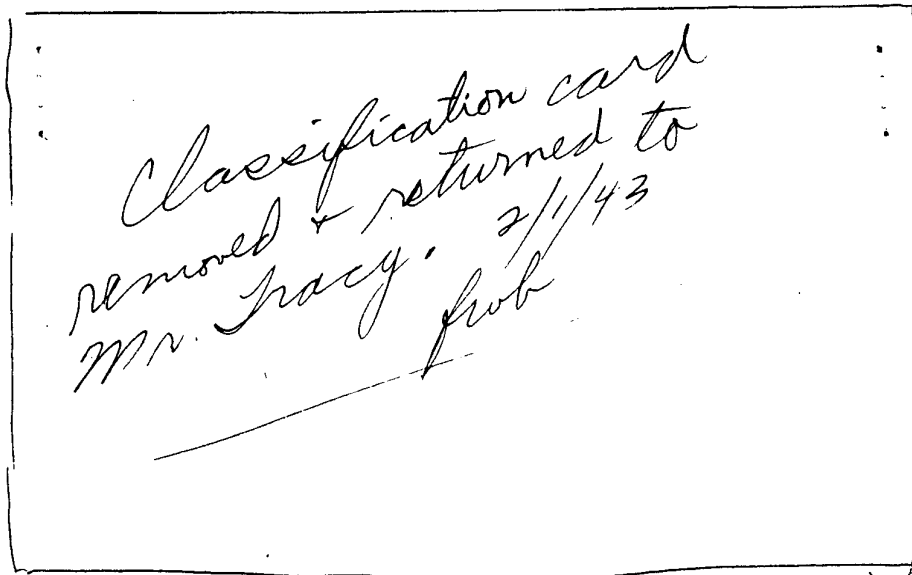
MEMORANDUM FOR MR. TOLSON

RE: SELECTIVE SERVICE

CC-287

Mr. Tolson ☒
Mr. E. A. Tamm ☒
Mr. Clegg ☒
Mr. Glavin ☒
Mr. Ladd ☒
Mr. Nichols ☐
Mr. Rosen ☐
Mr. Tracy ☐
Mr. Carson ☐
Mr. Coffey ☐
Mr. Hendon ☐
Mr. Kramer ☐
Mr. McGuire ☐
Mr. Harbo ☐
Mr. Quinn Tamm ☐
Tele. Room ☐
Mr. Nease ☐
Miss Beahm ☐
Miss Gandy ☐

This is to advise that I received the attached notification
which places me in Classification 3-B.



Respectfully,

S. J. Tracy
S. J. Tracy

3/222-2/2
4
20
71

FOR DEFENSE



BUY
UNITED
STATES
SAVINGS
BONDS
AND STAMPS

4 SEP 22 1942

RKC:VM

October 7, 1942

Mr. Stanley J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

I thought you might like to have the enclosed, enlarged copy of the photograph taken in my office September 26, 1942, showing the Girls' Championship Award being given the "Dopey-Dups," a team from the Identification Division.

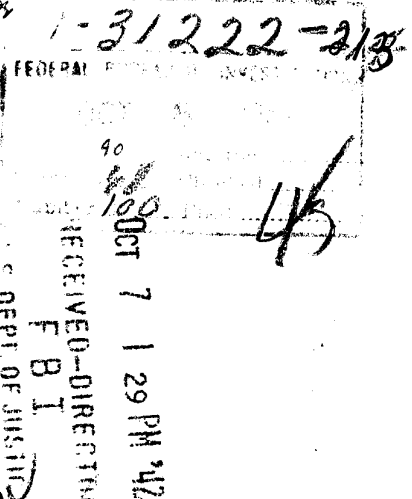
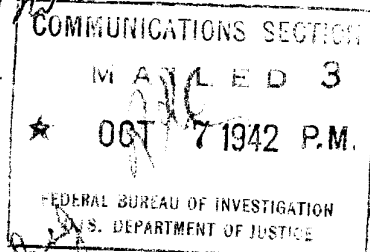
I was greatly encouraged by the display of enthusiasm among our personnel toward the softball activities during the season just past. There is no doubt that each one of our employees who participated in the Tournament derived a great deal of personal good from it. As always, the Identification Division made a fine showing in the Intra-Bureau Tournament, and I am very much pleased with the project as it was handled this past summer.

With best wishes and kind regards,

Sincerely,

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Kramer _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

Enclosure



John

STANLEY J. TRACY

Mr. Tracy was born September 11, 1900, in Ogden, Utah. He received an LL.B. Degree from George Washington University Law School, Washington, D. C., in 1925. He is a member of the District of Columbia Bar and the Utah State Bar. Mr. Tracy is a member of the International Association of Chiefs of Police and of the American Legion. He was formerly Assistant Economist of Industrial and Economic Law in the United States Department of Labor.

Mr. Tracy was appointed Special Agent of the Federal Bureau of Investigation on October 16, 1933. He later served as an Inspector, attached to the Washington Headquarters of the Bureau, and on September 30, 1941, was appointed Assistant Director in Charge of the Identification Division and the Technical Laboratory of the FBI.

OCT 15 1942

September 24, 1942

Mr. Stanley J. Tracy⁰
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

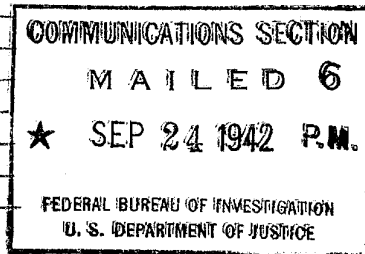
Dear Sir:

Mr. Tolson _____ This will acknowledge the receipt of your contribution of
Mr. E. A. Tamm _____ \$5.00 to the fund to be paid to the designated beneficiary of any
Mr. Clegg _____ participating Special Agent of the Bureau who dies, from any cause
Mr. Glavin _____ except self-destruction, while employed as a Special Agent. Pay-
Mr. Ladd _____ ment will be made for death by self-destruction after the Agent
Mr. Nichols _____ has been a member of the fund for two years.
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Kramer _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

Sincerely yours,

J. E. Hoover

John Edgar Hoover
Director



SEP 25 1942
[Handwritten signature]

**Federal Bureau of Investigation
United States Department of Justice**

September 9, 1942

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

7639

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to September 4, 1942, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name Mrs. Margaret Tracy Address 918 Beverly Drive, Alexandria,
Relationship Wife Dated September 9, 1942 Virginia.

Very truly yours,



ack
9/25/42
9/11C

Stanley J. Tracy
Stanley J. Tracy
Assistant Director
Special Agent

52

Tolson	✓
E. A. Tamm	✓
Mr. Clegg	
Mr. Coffey	✓
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Hendon	
Mr. McGuire	
Mr. Mumford	
Mr. Piper	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

✓
you

February 27, 1943

Dear Mr. Hoover,

I cannot express sufficiently in words my appreciation for your letter of February 26th advising me of a promotion. That it was possible for you to make such a recommendation to the Attorney General is most gratifying to me and I assure you I shall make every effort to justify your continued confidence.

Sincerely,

Stanley Tracy

Mr. John Edgar Hoover
Federal Bureau of Investigation
Washington, D. C.

9 MAR 8 1943

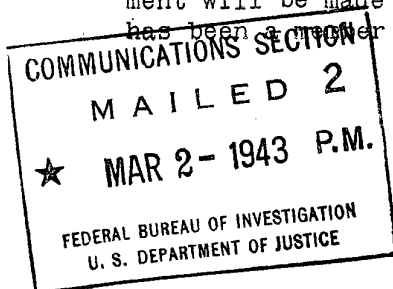
*Let
Opp*

March 2, 1943

0
Mr. Stanley J. Tracy
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Sir:

This will acknowledge the receipt of your contribution of \$5.00 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who dies, from any cause except self-destruction, while employed as a Special Agent. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years.



Sincerely yours,

J. E. Hoover
John Edgar Hoover
Director

9 MAR 5 1943
99



**Federal Bureau of Investigation
United States Department of Justice**

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to January 15, 1943, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name Mrs Margaret L. Tracy Address 918 Beverly Drive Alexandria Va
Relationship wife Dated 2-5-43

Very truly yours,



ack
3-2-43
CW

2-13

Stanley Tracy
Special Agent

Rm. 7639

THE SALT LAKE TRIBUNE

Salt Lake City, Utah
January 22, 1943

G-Men Consider Problems

Jay C. Newman, left, special agent in charge of the federal bureau of investigation in Salt Lake City, consults with Stanley J. Tracy, assistant director of the F.B.I.



Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Kramer
Mr. McGuire
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

NOT RECORDED
JAN 23 1943

FBI Agents Now Number 5000, Says Visiting Aid

The personnel of the federal bureau of investigation has increased more than five times in recent years to cope with wartime problems, according to Stanley J. Tracy, assistant director of the FBI in Washington, D. C. He has been a member of this organization since 1933.

A former Ogden man, Mr. Tracy was a special agent in the Salt Lake district in 1933. The following year he was transferred to the San Francisco bureau, where he served as a special agent. A short time later he went to Washington, D. C., to become a member of the staff there.

"On September 6, 1939," Mr.

Tracy said, "President Roosevelt placed the internal security of the country with the FBI and authorized the addition of 150 agents, bringing the total at that time to 900. Since then, the organization has been expanded until now there are approximately 5000 agents, most of whom are engaged in national defense investigations."

Before 1939, Mr. Tracy explained, approximately 4000 fingerprints were taken daily by the FBI, whereas now, about 100,000 are being recorded each day.

Mr. Tracy left Salt Lake City Thursday evening for Denver, where he will address the annual meeting of the Peace Officers' association.

During the day here he conferred with Jay C. Newman, special agent in charge of the FBI office in Salt Lake City, on business matters.

Mrs. Tracy, the former Miss Margaret Qualtrough, is a former Salt Lake City resident, graduating from the University of Utah in 1929. She did not accompany Mr. Tracy to Salt Lake City.

Mr. Tolson.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Glavin.....
Mr. Ladd.....
Mr. Nichols.....
Mr. Rosen.....
Mr. Tracy.....
Mr. Carson.....
Mr. Coffey.....
Mr. Hendon.....
Mr. Kramer.....
Mr. McGuire.....
Mr. Quinn Tamm.....
Mr. Nease.....
Mr. Gandy.....

SALT LAKE TELEGRAM

Salt Lake City, Utah
January 22, 1943

UTAHN EXPLAINS FBI GROWTH

The federal bureau of investigation has been expanded to a total of 5000 agents to cope with problems created by wartime. Stanley J. Tracy, former Utahn now assistant director of the FBI in Washington, D. C., had reported in Salt Lake City Friday.

The organization had approximately 900 agents in 1939. Mr. Tracy pointed out. Before 1939 approximately 4000 fingerprints were taken daily by the FBI and now 100,000 are recorded each day throughout the nation.

Formerly of Ogden, Mr. Tracy was a special agent in the Salt Lake district in 1933. He left Salt Lake City for Denver, where he will address the annual meeting of the peace officers' association. He conferred with Jay C. Newman, special agent in charge of the FBI office in Salt Lake City.

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Kramer
Mr. McGuire
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

FEDERAL BUREAU OF INVESTIGATION

rhz

CC-275
Prepared by *Rhiz*
Checked by *Rhiz*
Filed by *Rhiz*

Mr.
Miss
Mrs.

Date

New appointment ☒ Mr. D. J. Tracy ☐ Transfer ☐ Promotion ☐ February 5, 1943 ☐ Separation ☐

PRESENT STATUS

1. Title: 2. Grade:
3. Salary: Assistant Director 4. Seat of Government: ☐
\$6750 per annum Field: ☐
5. Division: 6. Appropriation:
Division One "Salaries and Expenses, FBI"
Identification Division

PROPOSED ACTION

7. Title: 8. Grade:
9. Salary: Assistant Director 10. Seat of Government: ☐
\$6750 per annum Field: ☐
11. Division: 12. Appropriation:
Division One
Identification Division
13. Effective: February 14, 1943 "Salaries and Expenses, FBI"
14. Position: Additional: ☐
Vice: ☐
Identical:
15. Remarks:

This action is being taken because of meritorious and outstanding services performed by this agent in the performance of his regularly assigned duties. Respectfully submitted,

J. Edgar Hoover

(Title)

Tolson
E. A. Tamm
Clegg
Glavin
Ladd
Nichols
Rosen
Tracy
Carson
Hendon
McGuire
Sumford
Harbo
Ginn
Tamm
Quinn
Case
Gandy

Director, Federal Bureau of Investigation

COMMUNICATIONS SECTION
MAILED
★ FEB 5 1943 ★
P. M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

Funds Available

FEB 5 1943 REL

PERSONNEL FILE

WRO:MTS

December 13, 1942

MEMORANDUM FOR MEMBERS, TOLSON
E. A. TAMM
CLEGG
GLAVIN
LADD

NICHOLS
ROSEN
TRACY
COFFEY

ADMINISTRATIVE

X General

Effective immediately, the following will be the divisional set-up of the Bureau at the Seat of Government:

Division One - Identification Division
Assistant Director in Charge, Mr. E. J. Tracy

Division Two - Training and Inspection Division
Assistant Director in Charge, Mr. R. E. Clegg

X Training Unit

Division Three - Administrative Division
Assistant Director in Charge, Mr. V. R. Glavin

X Chief Clerk's Office

X Division Four - Division of Records and Communications
Assistant Director in Charge, Mr. L. E. Nichols

Division Five - Security Division
Assistant Director in Charge, Mr. D. E. Ladd

37-80008-523

Division Six - Investigative Division
Assistant Director in Charge, Mr. A. Rosen

27 1942

Division Seven - Technical Laboratory
Acting Assistant Director in Charge, Mr. E. P. Coffey

90
53 13 10

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Kramer _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

The Technical Laboratory Division, the Investigative Division, and the Security Division will be under the jurisdiction of the Assistant to the Director, Mr. E. A. Tamm, who will be responsible for all activities in these divisions. The Identification Division, the Training and Inspection Division, the Administrative Division, and the Division of Records and Communications will be under the jurisdiction of the Assistant to the Director, Mr. Clyde Tolson, who will be responsible for all activities of those divisions.

COMMUNICATIONS SECTION
MAILED 15
DEC 15 1942 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

Hee

RECORDED BY
INDEXED BY

February 26, 1943

Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

I take great pleasure in enclosing a letter signed by the Attorney General advising you of your promotion from \$6500 per annum to \$750 per annum, effective February 14, 1943. It was possible for me to recommend such a meritorious promotion for you in view of the manner in which you have performed your duties during the past year.

Sincerely yours,

W. L. Rogers

Enclosure

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Harbo
Mr. Hendon
Mr. McGuire
Mr. Mumford
Mr. Piper
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

COMMUNICATIONS SECTION
MAILED 11
FEB 26 1943 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

RECEIVED
FEB 26 1943

31222-214

X

W. L. Rogers

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

February 5, 1943

Mr. S. J. Tracy
Federal Bureau of Investigation
Department of Justice

Dear Mr. Tracy:

Under the provisions of the Act approved August 1, 1941, your salary as Assistant Director in the Federal Bureau of Investigation, Department of Justice, is hereby increased from \$6500 per annum to \$6750 per annum in Grade CAF-14, effective February 14, 1943, payable from the appropriation for "Salaries and Expenses, Federal Bureau of Investigation", DEPARTMENTAL.

Respectfully,



Attorney General.

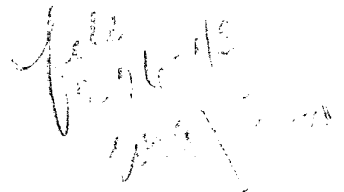
By the Attorney General:

(signed) James Rowe, Jr.

The Assistant to the Attorney General.

This action is being taken because of meritorious and outstanding services performed by this Agent in the performance of duties furthering the successful war effort, he having exercised outstanding initiative in the performance of his regularly assigned duties.

Division One
Identification Division



CBS:nep

August 2, 1943

MEMORANDUM FOR MR. S. J. TRACY

You are instructed to report to Room 5302 at 8:15 a.m., August 5, 1943, to be afforded a physical examination at the United States Naval Hospital, Bethesda, Maryland.

Sincerely yours,

John Edgar Hoover
Director

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Acers _____
Mr. Carson _____
Mr. Harbo _____
Mr. Hendon _____
Mr. Mumford _____
Mr. Starke _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

RECEIVED
JUL 3 1943

RECEIVED

31222-216

33

94

COMMUNICATIONS SECTION
JUL 2 1943
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

**Federal Bureau of Investigation
United States Department of Justice**

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to August 31, 1943, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name Margaret Tracy Address 918 Beverley Drive
Relationship wife Dated July 27, 1943

Very truly yours,

Stanley J. Tracy
Special Agent

ack. & recorded
9-29-43 mgl

5 JUL 30 1943

[Handwritten signature/initials]

REPORT OF EFFICIENCY RATING

REGULAR () ; INTERIM ()
PROBATIONARY—1ST () 2d ()

Classification Symbols		
CAF (Service)	14 (Grade)	6750 (Class)

As of 3-31-43 based on performance during period from 4-1-42 to 3-31-43

S. J. Tracy

(Name of employee)

Asst. Director

(Title of position)

FBI

(Bureau)

One

(Division)

(Section)

(Subsection or unit)

(Field office)

ON LINES BELOW
MARK EMPLOYEE

- ✓ if adequate
— if weak
+ if outstanding

- Underline the elements which are especially important in the position.
- Rate only on elements pertinent to the position.
 - Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
 - Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in *italics* or not.
- Before rating, become thoroughly familiar with instructions in the rating manual.

CHECK ONE:

Administrative,
supervisory, or
planning ☐

All others ☐

- (1) Maintenance of equipment, tools, instruments.
----- (2) Mechanical skill.
----- (3) Skill in the application of techniques and procedures.
----- (4) Presentability of work (appropriateness of arrangement and appearance of work).
----- (5) Attention to broad phases of assignments.
----- (6) Attention to pertinent detail.
----- (7) Accuracy of operations.
----- (8) Accuracy of final results.
----- (9) Accuracy of judgments or decisions.
----- (10) Effectiveness in presenting ideas or facts.
----- (11) Industry.
----- (12) Rate of progress on or completion of assignments.
----- (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no)
----- (14) Ability to organize his work.
----- (15) Effectiveness in meeting and dealing with others.
----- (16) Cooperativeness.
----- (17) Initiative.
----- (18) Resourcefulness.
----- (19) Dependability.
----- (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.
----- (22) Effectiveness in adapting the work program to broader or related programs.
----- (23) Effectiveness in devising procedures.
----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
----- (26) Effectiveness in instructing, training, and developing subordinates in the work.
----- (27) Effectiveness in promoting high working morale.
----- (28) Effectiveness in determining space, personnel, and equipment needs.
----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
----- (30) Ability to make decisions.
----- (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- (A) -----
----- (B) -----
----- (C) -----

STANDARD

Deviations must be explained on reverse side of this form

- All underlined elements marked plus, and no element marked minus
A majority of underlined elements marked plus, and no element marked minus
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or— a majority of underlined elements marked at least with a check, and minus marks on underlined elements over-compensated by plus marks on underlined elements
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks
A majority of underlined elements marked minus

Adjective rating	Numerical rating
Excellent	1
Very good	2 or 3
Good	4, 5, or 6
Fair	7 or 8
Unsatisfactory	9

Adjective rating Numerical rating
Rating official E
Reviewing official [Signature]

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (See back of form)
(Yes or no)

Rated by Clyde A. Tolson Asst. to Director 4/1/43
(Signature of rating official) (Title) (Date)

Reviewed by J. Edgar Hoover
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee [Signature] Report to employee [Signature]
(Date) (Adjective rating) (Numerical rating)

CONDUCT REPORT

(This space is to be used in case the question on the face of the sheet regarding the employee's conduct has been answered "No." In such a case give here a full statement of the particulars in which the employee's conduct has not been satisfactory.)

(Signature)

EXPLANATION OF DEVIATIONS FROM STANDARD

(Signature)

CHK:ck

October 16, 1943

Mr. Stanley J. ⁰Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

It is a real pleasure to extend to you my sincere and hearty congratulations on your Tenth Anniversary in the Federal Bureau of Investigation.

I have, of course, had an opportunity to know you very intimately and to closely observe the great contribution you have made toward the work of the Bureau during these ten years. By your unwavering loyalty and devotion to the Bureau, you have indicated your true allegiance. You took over the Identification Division when it was burdened with many difficulties, and although it has been a struggle, I am pleased to be able to tell you that I think you have done an excellent job. I know that I can depend upon you to continue to give your every effort to make the Identification Division an efficient and smooth-running part of the Bureau.

In addition to words, which cannot begin to express the gratitude and appreciation I have in my heart for you, I have the pleasure of presenting to you the enclosed Ten Year Service Award Key. I do hope to be associated with you in the Federal Bureau of Investigation for many years to come.

Sincerely,

31222-218

U. S. DEPT. OF JUSTICE

RECEIVED-MAIL ROOM

OCT 14 3 10 PM '43

Enclosure *KA*

Tolson _____
E. A. Tamm _____
Clegg _____
Coffey _____
Glavin _____
Ladd _____
Nichols _____
Rosen _____
Tracy _____
Acers _____
Carson _____
Harbo _____
Hendon _____
Mumford _____
Starke _____
Quinn Tamm _____
Nease _____
Gandy _____

COMMUNICATIONS SECTION
MAILED 2
★ OCT 16 1943 P.M.
FEDERAL BUREAU OF INVESTIGATION U. S. DEPARTMENT OF JUSTICE

K

A
OCT 13 11 00 AM '43
RECEIVED-MAIL ROOM
OCT 14 1943

August 26, 1943

~~PERSONAL AND CONFIDENTIAL~~

Mr. Stanley J. Tracy
Federal Bureau of Investigation
Washington, D. C.

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-05-2012

Dear Mr. Tracy:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on August 10, 1943.

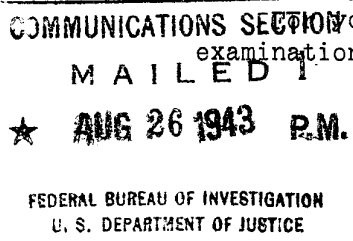
This report reflects the following physical defects:

None.

The Board of Examining Physicians makes the following recommendations:

Vaccination for smallpox.
Inoculation for typhoid.
Inoculation for tetanus.

It reports that you are capable of performing strenuous physical exertion, and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.



Your information, it was determined during examination that your blood is International Type "B".

Sincerely yours,

J. E. Hoover

John Edgar Hoover
Director

CC: Mr. Clegg

47

[Handwritten signature]

**RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE**

NAME Stanley J. Tracy AGE 42 YEARS, 10 MONTHS
NATIVITY (state of birth) Utah MARRIED, SINGLE, WIDOWED: Married NUMBER OF CHILDREN 3
FAMILY HISTORY None

HISTORY OF ILLNESS OR INJURY None

HEAD AND FACE none

EYES: PUPILS (size, shape, reaction to light and distance, etc.) No daily ex.

DISTANT VISION RT. 20/20, corrected to 20/

LT. 20/20, corrected to 20/

COLOR PERCEPTION Normal

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS N

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

DISEASE OR DEFECTS N

NOSE N

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES N

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS N

TEETH AND GUMS (disease or anatomical defect): Normal

MISSING TEETH 1,3,4,5,7,8,13,14,17,19,20,21,

NONVITAL TEETH None apparent 29,30

PERIAPICAL DISEASE none apparent

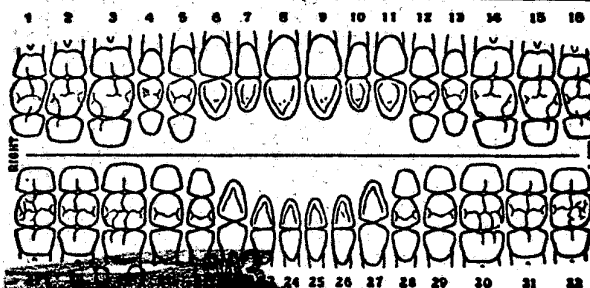
MARKED MALOCCLUSION no

PYORRHEA ALVEOLARIS no

TEETH REPLACED BY BRIDGES none

DENTURES upper and lower partial dentures

REMARKS



R. D. Pitton

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE N

TEMPERATURE 98

CHEST AT EXPIRATION

HEIGHT 67 1/2

CHEST AT INSPIRATION

WEIGHT 135 1/2

CIRCUMFERENCE OF ABDOMEN AT UMBILICUS

RECENT GAIN OR LOSS, AMOUNT AND CAUSE

no change

SKIN, HAIR, AND GLANDS

N

NECK (abnormalities, thyroid gland, trachea, larynx)

N

SPINE AND EXTREMITIES (bones, joints, muscles, feet)

N

3/22-217
37
33
29
75

47

THORAX (size, shape, movement, rib cage, mediastinum) N
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. _____
Photo-Fluorograph of chest is neg

CARDIO-VASCULAR SYSTEM N
HEART (note all signs of cardiac involvement) _____

PULSE: BEFORE EXERCISE 72 BLOOD PRESSURE: SYSTOLIC 120
AFTER EXERCISE 88 DIASTOLIC 70
THREE MINUTES AFTER 68
CONDITION OF ARTERIES N CHARACTER OF PULSE N
CONDITION OF VEINS N HEMORRHOIDS N

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) _____
N

GENITO-URINARY SYSTEM N
URINALYSIS: SP. GR. 1.030 ALB. neg SUGAR neg MICROSCOPICAL neg
VENEREAL DISEASE N

NERVOUS SYSTEM N
(organic or functional disorders)
ROMBERG N INCOORDINATION (gait, speech) N
REFLEXES, SUPERFICIAL N DEEP (knee, ankle, elbow) N TREMORS N
SEROLOGICAL TESTS neg BLOOD TYPE "B"
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) N

SMALLPOX VACCINATION: DATE OF LAST VACCINATION None in 5 yrs.
TYPHOID PROPHYLAXIS: NUMBER OF COURSES " " "
DATE OF LAST COURSE No tet tox

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE _____

SUMMARY OF DEFECTS None

CAPABLE OF PERFORMING DUTIES INVOLVING strenuous PHYSICAL EXERTION
IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS (yes or no)
(when no is given state cause) _____

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) _____

Typhoid and smallpox prophyl
Tet. tox.

Benj. V. White
Lt. (MC) USNR

8-10-43
DATE OF EXAMINATION _____

MWA:RSN

November 2, 1943

Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

The circumstances surrounding the failure of the Identification Division to identify the fingerprints of the victim in a recent murder case have been very carefully reviewed. You realize, of course, that this was a most unfortunate occurrence inasmuch as the Bureau had an opportunity to solve a murder case by fingerprint identification.

The facts do not present an acceptable explanation for the failure of the Technical Section in this instance. As you are aware, such sloppy work and slipshod handling subject the Bureau to the possibility of extreme embarrassment. It is felt that when searches of unusual importance are made, wherein the Bureau has been advised of the special nature of the case, as in the present instance, only the most experienced and accomplished technicians should make these searches.

It is desired that you make a careful examination of the procedure followed in the receipt of such prints and make whatever changes are necessary to prevent a recurrence of a similar incident.

Very truly yours,

John Edgar Hoover
Director

Tolson
E. A. Tamm
Clegg
Coffey
Glavin
Ladd
Nichols
Rosen
Tracy
Acers
Carson
Harbo
Hendon
Mumford
Starke
Quinn Tamm
Nease
Gandy

COMMUNICATIONS SECTION

NOV 4 - 1943

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

31222-219

NOV 5 1943

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48

TWR

November 25, 1943

Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D. C.

~~PERSONAL AND CONFIDENTIAL~~

Dear Mr. Tracy:

Reference is made to the recent dismissal of several employees of the Identification Division because of their unauthorized disclosure of information in the Bureau's files. The responsibility of determining that no information is released to unauthorized persons rests with you, and it is desired that you take immediate steps to prevent a recurrence of such activities.

Very truly yours,

J. Edgar Hoover

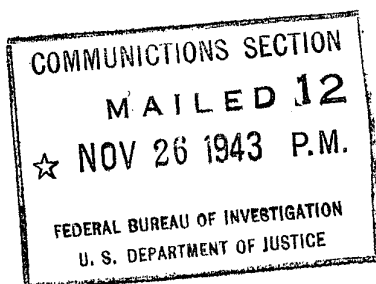
John Edgar Hoover
Director

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-06-2012

ODEC 2 1943

31222-220	
Routings.....	Dec. 22
Search.....	35
Number.....	2 NOV 22 1943
FEDERAL BUREAU OF INVESTIGATION	

Tolson _____
E. A. Tamm _____
Clegg _____
Coffey _____
Glavin _____
Ladd _____
Nichols _____
Rosen _____
Tracy _____
Acers _____
Carson _____
Harbo _____
Hendon _____
Mumford _____
Starke _____
Quinn Tamm _____
Nease _____
Gandy _____



L

WMW:IDC

January 1, 1944

Local Board Number 1
Selective Service System
Post Office Building
Alexandria, Virginia

RE: STANLEY J. TRACY
Order Number 12774

Gentlemen:

The Review Committee of the War Manpower Commission, established under the provisions of Executive Order 9309, has determined the position of Assistant Director held by Mr. Tracy to be a key position within the meaning of said Executive Order.

The Agency Committee of this Bureau, which has been established in accordance with the provisions of Executive Order 9309, recommends that the attached Forms 42 and 42 S be forwarded to you requesting occupational deferment on behalf of Mr. Tracy.

I would appreciate having these affidavits made a part of the file of the above-named registrant, and request your consideration of the same when you determine his classification. The principal place of employment of this registrant is Headquarters, Washington, D. C.

Should you want any additional information, do not hesitate to call upon me. I shall keep you promptly advised of any change in the occupational status of this registrant.

Sincerely yours,

J. Edgar Hoover

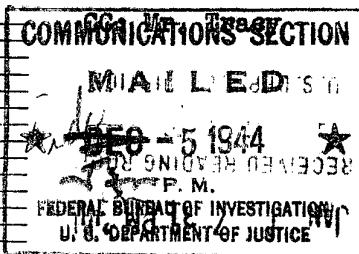
John Edgar Hoover
Director

AUTHORIZED GOVERNMENT REQUEST

AGENCY COMMITTEE
FEDERAL BUREAU OF INVESTIGATION

Enclosure
U. S. Review Committee, War Manpower Commission

Tolson
E. A. Tamm
Clegg
Coffey
Glavin
Ladd
Nichols
Rosen
Tracy
Acers
Carson
Harbo
Hendon
Mumford
Starke
Quinn Tamm
Nease
Gandy



RECEIVED READING ROOM
JAN 2 16 PM '44

RECEIVED-DIRECTOR
F B I
JAN 4 4 24 PM '44

RECEIVED READING ROOM
JAN 23 36 PM '44

STANLEY J. TRACY

12774

43

1

Alexandria

Virginia

Mr. Tracy is an Assistant Director and as such holds a key position as designated by the Review Committee of the War Manpower Commission within the meaning of Executive Order 9309. The performance of his duties is essential and critical to the execution of the work assigned by law and Executive Directive to the Federal Bureau of Investigation.

To the Federal Bureau of Investigation is assigned the responsibility of investigating all acts of espionage, sabotage and all actions tending to undermine the internal security of the nation. We must also investigate and enforce all those federal statutes assigned to the investigative jurisdiction of this Bureau such as: bank robbery, kidnaping, interference with the interstate transportation of goods, National Stolen Property Act, White Slave Traffic Act, etc., the enforcement of which is necessary to the preservation of the national health, safety and interest.

J. Edgar Hoover

Washington, D. C.

29th

December

43

Notary Public

STANLEY

J.

TRACY

12774

September

11

1900

43

1

Alexandria

Virginia

Assistant Director

XX

U. S. Department of Justice

Federal Bureau of Investigation

See attachment. Mr. Tracy is the Assistant Director in charge of the Identification Division of this Bureau. He is a fully qualified and scientifically trained Special Agent and because of his past experience, is able to handle and supervise the most complicated types of investigations carried on by this Bureau.

He can be contacted through

October 16, 1933

F.B.I. Headquarters
Washington, D. C.

6750

25

17

4

Veterans' Adm.	Utah	5/32	10/33	Investigator	\$2600
U. S. Dept. of Labor	Detroit, Mich.	3/23	5/32	Examiner	\$2600
Self	Utah	9/26	3/28	Business & Law	Not avail.
U. S. Dept. of Labor	Washington, D. D.	10/20	9/26	Ass't. Economist	\$1200
Treasury Dept.	Washington, D.C.	5/20	10/20	Clerk	\$1200
War Department	Washington, D. C.	1919	5/20	Cable Clerk	\$1200

George Washington U. Washington, D. C.

1925

LL. B.

Law

AUTHORIZED REPRESENTATIVE

See attachment

AGENCY COMMITTEE
FEDERAL BUREAU OF INVESTIGATION

3B LB 4/23/43
3A 7/7/43 LB 1/7/44

Yes ☐

June 7, 1943

See attachment

See attachment

See attachment

Approximately
4300

150

80

none

See attachment

See attachment

Clyde A. Tolson

XXXXXX

XXXXXX

December 29, 1943

SPECIAL AGENTS

This position has been designated as a key position by the Review Committee of the War Manpower Commission.

The Federal Bureau of Investigation has been designated as the sole civilian government investigative agency having jurisdiction over the investigation of matters pertaining to national defense such as espionage, sabotage, registration of agents of foreign principals, sedition, treason, and the like, and further, the Federal Bureau of Investigation has sole investigative jurisdiction in a great number of other Federal statutes which embrace bank robbery, kidnaping, extortion, white slave traffic, National Motor Vehicle Theft Act, and numerous others. The investigative work in connection with the above violations is performed by the Special Agent personnel of this Bureau, who are recruited from applicants between the ages of twenty-three and forty. They must be graduates of a law school or an accounting school with the necessary accounting experience, or graduates of a university with extensive investigative experience, or with linguistic qualifications, or have basic educational training and possess satisfactory prior law enforcement experience which will enable them to satisfactorily perform the duties imposed upon them. For certain of the scientific investigative work, Special Agents are secured who primarily are qualified in the sciences, such as ballistics, chemical analysis, spectography, cryptography, mineralogy, metallography, toxicology, and other like sciences. Applicants for appointment to the position of Special Agent must meet the physical standards and requirements for this position, which are exceedingly high. They must have vision of no less than 20/40 in one eye, 20/50 uncorrected, both eyes to be corrected to 20/20. They must have no color deficiency whatever.

Special Agents of the Federal Bureau of Investigation undergo a rigorous training program. All newly appointed Special Agents in the Federal Bureau of Investigation attend training classes for a period of sixteen weeks; the hours of training are from 9:00 a.m. to 9:00 p.m. daily, which course of study is equivalent to two full years of college study. During this period of training, they are thoroughly instructed in the basic rules and regulations and jurisdictions of the Federal Bureau of Investigation. They must satisfactorily pass numerous written examinations during their period of training. If a trainee fails to pass any of these examinations, he is dropped from the school.

The duties of a Special Agent of the Federal Bureau of Investigation are most arduous. They must be available at a moment's notice to go to any part of the United States or to any assignment outside the United States. The hours of duty for these employees are such that they must be in excellent physical health. The average work week for a Special Agent of the Federal Bureau of Investigation is no less than seventy hours. The work of a Special Agent, regardless of his particular qualification, is such that he cannot lead a sedentary or well regulated life. Due to the small number of Special Agents of the Federal Bureau of Investigation presently handling the work under the jurisdiction of the Federal Bureau of Investigation within and without the continental United States, it is necessary that the entire staff be highly mobile.

Special Agents are required to be able to conduct investigations in more than 100 types of cases, including espionage, sabotage, subversive activities, frauds against the government, kidnaping, extortion, bank robbery, White Slave

Traffic Act, etc. They are trained in and required to maintain constant skill in the use of highly technical equipment, technical processes, such as those necessary for the development of latent fingerprints, concealed or obliterated numbers upon firearms, to understand the use of code messages, to conduct physical surveillances of subjects of espionage and similar cases, sometimes for periods of many months, and when necessary, to assume a necessary character to enable them to fit in an undercover capacity into the activities and operations of groups such as foreign agents, who are engaged in thwarting the war effort.

The arduousness and importance of the work of Special Agents of the Federal Bureau of Investigation was readily recognized by the military and naval leaders. The Chief of the Bureau of Navigation, for the Secretary of the Navy, requested Special Agent employees of the Federal Bureau of Investigation to submit their resignations from reserve commissions held by them in the naval services because it had been determined that those Special Agents could better serve their country in their present assignments than if they were to be called into active naval service. The Secretary of War, in 1942, addressed personal communications to 168 Special Agents of the Federal Bureau of Investigation who at that time held reserve commissions in the Army. The Secretary of War at that time advised the Special Agents that their employment in the FBI is of such vital importance to the national defense as to necessitate their remaining at their posts of duty despite the fact that they held reserve commissions in the United States Army, and the request was made that these Agents, through the proper channels, submit their resignations from their commissions.

General Lewis B. Hershey of the Selective Service System pointed out in his Directive to all Local Boards of December 29, 1941, that Special Agent positions of the FBI were most important and essential to the national health, safety, and interests, and that the national defense functions of the FBI should not be impaired by the removal of trained personnel from critical positions in the Bureau.

The position of Special Agent has always been considered the most critical of all positions in the FBI, since, with the tremendous bulk of work placed upon us due to the war emergency, it is essential that a trained qualified staff be available for the handling of this work. If the Federal Bureau of Investigation cannot continue to retain its personnel in this critical position, aid and comfort would most certainly be given to the enemy and others whose interests are inimical to the best interests of the country today. Up to the present time the full complement of Special Agent personnel has not been secured and every effort is being made to secure the necessary additional Special Agent personnel.

I, J. Edgar Hoover, do solemnly swear (or affirm) that I am the Director of the Federal Bureau of Investigation and that the foregoing statements are true to the best of my knowledge and belief.

Subscribed and sworn to before me this 29th day of December 19 43

Notary Public



**Federal Bureau of Investigation
United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to December 18, 1943, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name Mrs. Margaret Tracy Address 918 Beverley Drive, Alexandria, Va.
Relationship wife Dated November 28, 1943

Very truly yours,

STANLEY J. TRACY
Stanley J. Tracy
Special Agent in Charge

*ack. 12-3-43
mjt*

ALPHABETICAL

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

November 17, 1943

I certify that I have ~~received~~ the following Government property for official use:
returned

One Manual of Technical Equipment #607

~~RECEIVED
FBI
25 NOV 1943~~

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

PER ep

FILE
RHL

66 - NOT RECORDED
66

Very truly yours,
S. J. Tracy *per*
S. J. Tracy *ep*



**Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.**

February 29, 1944

RCH:DW

MEMORANDUM FOR MR. TOLSON

C-287

Mr. Tolson ✓
Mr. E. A. Tamm _____
Mr. Clegg ✓
Mr. Coffey _____
Mr. Glavin ✓
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy ✓
Mr. Acers _____
Mr. Carson _____
Mr. Harbo _____
Mr. Hendon _____
Mr. Mumford _____
Mr. Starke _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

SAC Hostetter mentioned to me while in Wash-
ington the recent inspection of the ~~X~~Indianapolis Office
by Mr. Tracy assisted by Special Agent Jerry Buckley.
Mr. Hostetter stated that during his several years of
service with the Bureau he had gone through several in-
spections and that he wanted to particularly comment upon
the fine manner in which this inspection was handled.

Mr. Hostetter pointed out that there had been several recent inspections and inquiries at Indianapolis due to bad personnel situations which had made the employees somewhat jittery in so far as Bureau inspectors were concerned. He stated that Mr. Tracy had changed all of this due to his very pleasant and helpful attitude. He stated that the inspection proceeded without disrupting the necessary everyday work of the Indianapolis Office and that everyone felt that these men were there to assist them and to assist the office.

It will be recalled that when Mr. Tracy inspected my office when I was SAC at St. Paul in 1939, I had exactly this same feeling toward his work.

Respectfully,

Robert C. Hendon



9 MAR 17 1944

67-31222-222

Searched
Serialized
Indexed
Filed

2 MAR 12 1944

U.S. DEPARTMENT OF JUSTICE

Office Memorandum • UNITED STATES GOVERNMENT

JWM:FW

TO : W. R. Glavin

DATE: 3/9/44

FROM : J. P. Mohr

SUBJECT: STANLEY J. TRACY
 Assistant Director - Identification Division
 CAF-14, \$6750
 Automatic Promotion

Special Agent Tracy entered on duty on 10/16/33, was reallocated to CAF-14, \$6500 per annum on 10/1/41, and on 2/14/43 was granted a \$250 increase under the meritorious provisions of the Uniform Promotion Act for outstanding services performed in the course of his duties furthering the successful war effort. He is eligible for a \$250 increase under the provisions of the Uniform Promotion Act as of 4/1/44.

Tracy was rated EXCELLENT on the 1942 and 1943 annual efficiency reports. There is no derogatory information in his file space.

RECOMMENDATION:

It is recommended that Assistant Director Tracy be afforded a \$250 increase under the provisions of the Uniform Promotion Act effective 4/1/44. If approved, his salary will be \$7000.

Mr. Tolson	✓
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	✓
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Hendon	
Mr. Mumford	
Mr. Jones	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

67-31222-223
 3/31/43
 Numbered 84 35
 2 MAR 18 1944
 FEDERAL BUREAU OF INVESTIGATION

OK D. D. B. 10/4 J. P.

MED

Prepared by: *med*
Checked by: *Ray*
Filed by: *mls*

March 17, 1944

Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Tracy:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$6750 per annum to \$7000 per annum in Grade CAF 14, effective April 1, 1944.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

CCO: Selective Service

COMMUNICATIONS SECTION

MAILED 12

☆ MAR 17 1944 P.M.

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Mohr _____
Mr. Carson _____
Mr. Hendon _____
Mr. Mumford _____
Mr. Jones _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

med

V.

John

2 MAR 20 1944

31222-224

74 35
2 MAR 18 1944
FEDERAL BUREAU OF INVESTIGATION

RECEIVED
MAR 18 1944
FEDERAL BUREAU OF INVESTIGATION

M
NHM:W

April 15, 1944

Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

I want to express my sincere appreciation for the services which you rendered in connection with the Graduation Exercises of the Twenty-Fourth Session of the FBI National Police Academy.

I am grateful for your kind assistance in making these exercises a success.

Sincerely yours,

67-31222-225
4 APR 25 1944
17

U. S. DEPT. OF JUSTICE
COMMUNICATIONS SECTION
MAILED 11
APR 17 1944 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Mohr
Mr. Carson
Mr. Hendon
Mr. Mumford
Mr. Jones
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

COMMUNICATIONS SECTION
MAILED 11
APR 17 1944 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

APR 17 9 28 AM '44
#for from



**Federal Bureau of Investigation
United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund subsequent to April 15, 1944, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name Same Address _____

Relationship _____ Dated 4/12/44

Very truly yours,

ack. 4-15-44
mlh

Stanley J. Tracy
Special Agent

APR 18 1944

mlh
35

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

Name: **MR. S. J. TRACY**Date: **March 17, 1944**

You are advised of the following action concerning your employment in the Department of Justice:

Nature of Action: **Automatic Promotion**Effective: **April 1, 1944**

	FROM	TO
POSITION	Asst. Director	
GRADE	CAF 14	
SALARY	\$6750	\$7000
BUREAU OR DIVISION	Div. One Ident. Div.	
HEADQUARTERS	D. C.	
APPROPRIATION	S&E, FBI	
DEPARTMENTAL OR FIELD	Dept.	

REMARKS:

Automatic Promotion Bill, Public Law #303.

By direction of the Attorney General

New appointees must take oath of office,
enter on duty and execute necessary appoint-
ment papers before any payment of salary can
be made.

This action invalid with-
out perforated signature.

JOHN S. CARRON

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

BI12863

Name: **MR. S. J. TRACY**

Date: **March 17, 1944**

No.

CIVIL SERVICE OR
OTHER LEGAL AUTHORITY

Nature of Action: **Automatic Promotion**

Effective: **April 1, 1944**

	FROM	TO	NATURE OF POSITION
POSITION	Asst. Director		(a) NEW
GRADE	CAF 14		P. C. No.
SALARY	\$6750	\$7000	(b) ADDTNL. IDENT.
BUREAU OR DIVISION	Div. One Ident. Div.		P. C. No.
HEADQUARTERS	D. C.		(c) VICE
APPROPRIATION	USN, FBI		P. C. No.
DEPARTMENTAL OR FIELD	Dept.		DATE OF OATH

REMARKS:

Automatic Promotion Bill, Public Law #200.

Mr. Tracy was reallocated from \$6200, CAF 13, to \$6700, CAF 14, effective October 1, 1941. He received a meritorious promotion from \$6500 to \$6750 in Grade CAF 14, effective February 14, 1943.

MED

FEDERAL BUREAU OF INVESTIGATION

Prepared by: *[Signature]*
Checked by: *[Signature]*Mr.
Miss
Mrs.*Mr. S. J. Tracy*Date *March 17, 1944*New appointment ☐Transfer ☐Promotion ☒Separation ☐

PRESENT STATUS

- | | |
|--|---|
| 1. Title: Assistant Director | 2. Grade: CAF 14 |
| 3. Salary: \$6750 per annum | 4. Seat of Government: <input type="checkbox"/> Field: <input type="checkbox"/> |
| 5. Division: Division One Identification Division | 6. Appropriation: "Salaries and Expenses, FBI." |

PROPOSED ACTION

- | | |
|---|--|
| 7. Title: Assistant Director | 8. Grade: CAF 14 |
| 9. Salary: \$7000 per annum | 10. Seat of Government: <input type="checkbox"/> Field: <input type="checkbox"/> |
| 11. Division: Division One Identification Division | 12. Appropriation: "Salaries and Expenses, FBI." |
| 13. Effective: April 1, 1944 | |

15. Remarks:

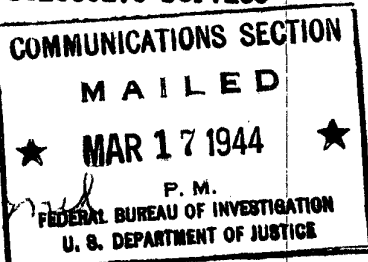
Promotion being granted under the Automatic Promotion Bill, Public Law #200. Mr. Tracy was reallocated from \$6200 per annum, CAF 13, to \$6500 per annum, CAF 14, effective October 1, 1941. He received a meritorious promotion from \$6500 to \$6750 per annum in Grade CAF 14, effective February 14, 1943. Respectfully submitted,

Director, Federal Bureau of Investigation

CC: Classification Office
Chief, Audit Section

CCO: Selective Service

Tolson _____
E. A. Tamm _____
Clegg _____
Coffey _____
Glavin _____
Ladd _____
Nichols _____
Rosen _____
Tracy _____
Acers _____
Carson _____
Harbo _____
Hendon _____
Mumford _____
Starke _____
Quinn Tamm _____
Nease _____
Gandy _____



[Handwritten signature]
75
H9

NEM/ja

July 22, 1944

0
Mr. S. J. Tracy
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Stanley:

I want to personally thank you for the services which you rendered in connection with the Graduation Exercises of the Twenty-fifth Session of the FBI National Academy.

Mr. Berle seemed to enjoy being with us this morning and I deeply appreciate your taking care of him on this occasion.

With best wishes and kind regards,

Sincerely yours,

2 JUL 31 1944
RECEIVED

67- 31222 - 226

17
1 JUL 25 1944

COMMUNICATIONS SECTION
MAILED
★ JUL 24 1944 ★
P. M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Mohr _____
Mr. Carson _____
Mr. Hendon _____
Mr. Mumford _____
Mr. Jones _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

ja

RECEIVED READING ROOM
JUL 22 5 44 PM '44

VI

JUL 22 6 50 PM '44

HT

9/24/44

REPORT OF
EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL ()
PROBATIONAL or TRIAL PERIOD ()
SPECIAL ()

As of March 31, 1944 based on performance during period from April 1, 1943 to March 31, 1944

S. J. Tracy

(Name of employee)

Assistant Director

(Title of position, service, and grade)

CAF-14

Federal Bureau of Investigation

Identification Division

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
✓ if adequate		
- if weak		
+ if outstanding		

- ____ (1) Maintenance of equipment, tools, instruments.
- ____ (2) Mechanical skill.
- ____ (3) Skill in the application of techniques and procedures.
- ____ (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ____ (5) Attention to broad phases of assignments.
- ____ (6) Attention to pertinent detail.
- ____ (7) Accuracy of operations.
- ____ (8) Accuracy of final results.
- ____ (9) Accuracy of judgments or decisions.
- ____ (10) Effectiveness in presenting ideas or facts.
- ____ (11) Industry.
- ____ (12) Rate of progress on or completion of assignments.
- ____ (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no)
- ____ (14) Ability to organize his work.
- ____ (15) Effectiveness in meeting and dealing with others.
- ____ (16) Cooperativeness.
- ____ (17) Initiative.
- ____ (18) Resourcefulness.
- ____ (19) Dependability.
- ____ (20) Physical fitness for the work.

- ____ (21) Effectiveness in planning broad programs.
- ____ (22) Effectiveness in adapting the work program to broader or related programs.
- ____ (23) Effectiveness in devising procedures.
- ____ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- ____ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- ____ (26) Effectiveness in instructing, training, and developing subordinates in the work.
- ____ (27) Effectiveness in promoting high working morale.
- ____ (28) Effectiveness in determining space, personnel, and equipment needs.
- ____ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- ____ (30) Ability to make decisions.
- ____ (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- ____ (A) _____
- ____ (B) _____
- ____ (C) _____

STANDARD

Deviations must be explained on reverse side of this form

- Plus marks on all underlined elements, and no minus marks.
- Plus marks on at least half of the underlined elements, and no minus marks.
- Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks.
- Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks.
- Minus marks on at least half of the underlined elements.

Adjective rating
Excellent
Very good
Good
Fair
Unsatisfactory

Adjective rating

Rating official

Reviewing official

Rated by Ceyda A. Tolson

(Signature of rating official)

Assistant to the Director

(Title)

March 31, 1944

(Date)

Reviewed by [Signature]

(Signature of reviewing official)

Assistant Director

(Title)

MAY 11 1944

(Date)

Rating approved by efficiency rating committee

(Date)

Report to employee

(Adjective rating)

53

JEH:HCB

September 20, 1944

Mr. Stanley J. Tracy
918 Beverley Drive
Alexandria, Virginia

Dear Stanley:

I have your note and am very sorry to learn that your powers of navigation are somewhat impaired. By all means I must insist that you not try to come back to the office, even for short periods of time, not only until you are fully able to walk, but in addition, until you have thoroughly recovered your strength. It is so much better to take a little longer time than to tax yourself when you do return.

Don't worry about the office, and try to get a real rest and effect a complete recovery.

Sincerely,

181 J. 24
4 SEP 20 1944

312 22-228

48 31

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Mohr
Mr. Carson
Mr. Hendon
Mr. Mumford
Mr. Jones
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

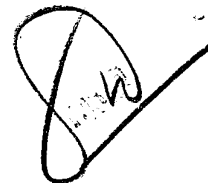
SENT FROM F. C.
TIME 7:09 PM
DATE 9-20-44
BY [Signature]

SEP 20 1967

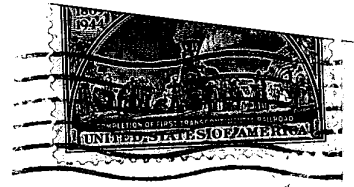
RECEIVED

31 222-227

48 31



918 Beverley Drive
Alexandria Va.



Mr. J. Edgar Hoover
5633 Dept of Justice Bldg
Washington
D.C.

F.B.I. - Personnel

Mr. Tolson.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Coffey.....
Mr. Glavin.....
Mr. Ladd.....
Mr. Nichols.....
Mr. Rosen.....
Mr. Tracy.....
Mr. Mohr.....
Mr. Carson.....
Mr. Hendon.....
Mr. Mumford.....
Mr. Jones.....
Mr. Quinn Tamm.....
Mr. Nease.....
Miss Gandy.....

Sept 18

Dear Mr Hoover:

Many thanks for
the flowers and the visit
they helped a lot.

am able to stand
on one leg but the left
one has not healed suff-
iciently yet to bear any
weight so it looks as if
I'll be laid up a while
longer.

Have a pair of
crutches to hobble a bit

U.S. DEPT. OF JUSTICE

FBI

RECEIVED-DIRECTOR

SEP 20 1 19 PM '40

with but they will not
be of much help for a
few more days.

Had quite a letter
from Ed Coffey & have
started my elementary
chemistry course.

Again may I thank
you and I assure you
my curiosity bump is
now quite small.

Sincerely,

Stanley Tracy

JEH:HCB

September 11, 1944

Mr. Stanley J. Tracy
The Alexandria Hospital
709 Duke Street
Alexandria, Virginia

Dear Stanley:

It is needless for me to say that I was terribly distressed Saturday night when Dick Glavin called me and told of the accident which had happened to you and other members of the family. I was somewhat relieved, though, Sunday when Dick gave me more encouraging reports; and today it is gratifying to know that everything is coming along satisfactorily.

I do want you to realize, however, that what you have been through is not a few minor scratches, and that you must take the time not only to allow the wounds to heal properly, but more importantly, to regain your full strength before you attempt to come back to duty. It is reasonable that you will be somewhat weakened from this experience and it will be so much better for you to take it slowly and completely get over all of the effects of it before trying to take up the regular routine of your work.

If you get at all restless maybe we can have Coffey send you some literature on the component parts of certain chemicals and their natural reactions which might be helpful to you in your future experiments.

Seriously, if there is anything I can do at all for you, please do not hesitate to let me know.

Sincerely,

J. Edgar Hoover

Mr. Tolson ✓
Mr. E. A. Tamm ✓
Mr. Clegg ✓
Mr. Coffey ✓
Mr. Glavin ✓
Mr. Ladd ✓
Mr. Nichols ✓
Mr. Rosen ✓
Mr. Tracy ✓
Mr. Mohr ✓
Mr. Carson ✓
Mr. Hendon ✓
Mr. Mumford ✓
Mr. Jones ✓
Mr. Quinn Tamm ✓
Mr. Nease ✓
Miss Gandy ✓

SENT FROM D. O.
DATE 9-11-44
BY [Signature]

RECEIVED
FEB 11 2 51 PM '44

COPY (MB)

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE
WASHINGTON, D.C.

August 4, 1944

AJT:js

MEMORANDUM FOR MR. TOLSON

S. J. Tracy

Reference is made to Bulletin No. 192, Series 1944 dated August 3, 1944 referring to the EPP Program.

This bulletin, in my opinion, will result in an almost complete cessation of effort in the Field to secure new clerical personnel. Paragraph 3 of the Bulletin will particularly slow up recruitment for the applicant replacement work. One of the greatest criticisms from the Field the past several years has been the delay in handling applicant cases. Many agents from the Field have pointed out that when an applicant is recommended favorably it takes entirely too long before the applicant is notified of the appointment with the result the more desirable applicants secure jobs elsewhere and only those that lack initiative, ambition and aggressiveness to get out and get a job remain for the Bureau.

I recommend that the Field be instructed to institute immediate investigations on all applicants on whom they recommend favorably. This will save from a week to two weeks' time in the handling of the particular applicant case. The fact that applicants are to be fully investigated prior to an offer of appointment being made makes it essential, in my opinion, that all possible time be saved in the other steps of the applicant program.

The Identification Division and the Records Division will need a rather steady supply of replacements in order to maintain the personnel at its present level. It has been our experience throughout the entire EPP Program that a fairly high proportion hired under the program are not suitable for permanent retention in the Bureau's services. So many of them had from only fair to poor backgrounds. We have had quite a number whose resignations had to be taken as soon as the investigation was complete or partially complete, this being in addition to those who were unable to qualify after being trained.

Respectfully,

S. J. Tracy.

47
8 AUG 24 1944



**Federal Bureau of Investigation
United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund subsequent to August 31, 1944, and who dies from any cause except self-destruction while employed as a Special Agent; I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name Margaret Z. Tracy Address 918 Beverly Dr. Alex. Va.
Relationship Wife Dated 8-15-44

Very truly yours,

Stanley J. Tracy
Special Agent

57-101 RECORDED

File
mrg
mbl

Ack 8-17-44
mbl



SJT:mlm

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

October 9, 1944

MEMORANDUM FOR THE DIRECTOR

Reference is made to your memorandum of September 13, 1944, requesting an explanation concerning the delay in forwarding the resignation of Mr. John P. Knowles to the main building. As set forth in my memorandum of September 8, I talked with this employee on September 1, this being the same day his resignation came through dated August 31. Inasmuch as he was emotionally upset to the extent he was making obviously untrue statements, I told him I would like to talk with him again, together with Mr. Quinn Tamm, who directly supervises the Single Fingerprint Section, upon Mr. Tamm's return to the city from South Dakota on September 7.

The morning of September 7, Mr. Knowles became so upset that he left the building so we could not talk with him; however, the next morning I promptly called him in, and together with Mr. Quinn Tamm, discussed his personal reasons for submitting his resignation. I advised the Chief Clerk's Office orally.

As pointed out in my memorandum, Mr. Knowles desired to recall his letter of resignation; however, in view of my conversation with him and in view of information received indicating his landlady had followed him to the West Coast when he was working on the MATNAP case, I instructed Mr. Tamm to check further into this situation, as well as inquire as to whether or not she had made any further trips with him.

On the following day, Saturday, September 9, I was injured in an accident, from which I returned this morning. On Tuesday, September 12, Mr. Quinn Tamm submitted the full memorandum and correspondence.

I felt at the time that the situation such as arose in this case would be best handled in the Identification Division as it required investigation; however, in the future such matters will be sent directly and immediately to the Chief Clerk's Office.

Respectfully,

S. J. Tracy



This must be followed otherwise the Bureau will never know what is actually transpiring.

CC-287

Mr. Tolson ✓
Mr. E. A. Tamm ✓
Mr. Clegg ✓
Mr. Glavin ✓
Mr. Ladd ✓
Mr. Nichols ✓
Mr. Rosen ✓
Mr. Tracy ✓
Mr. Carson ✓
Mr. Coffey ✓
Mr. Hendon ✓
Mr. Kramer ✓
Mr. McGuire ✓
Mr. Harbo ✓
Mr. Quinn Tamm ✓
Tele. Room ✓
Mr. Nease ✓
Miss Beahm ✓
Miss Gandy ✓

67-31222-229

THREE

Office Memorandum • UNITED STATES GOVERNMENT

NHM/ja

TO : MR. H. H. CLEGG

DATE: NOVEMBER 7, 1944

FROM: *from* MR. N. H. McCABE

SUBJECT: FBI NATIONAL ACADEMY

Mr. Tolson	_____
E. A. Tamm	_____
Mr. Clegg	_____
Mr. Coffey	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Mohr	_____
Mr. Carson	_____
Mr. Hendon	_____
Mr. Mumford	_____
Mr. Jones	_____
Mr. Quinn Tamm	_____
Tele. Room	_____
Mr. Nease	_____
Miss Beahm	_____
Miss Gandy	_____

The attached list of members of the Twenty-sixth and Twenty-seventh Sessions of the FBI National Academy who attended special evening sessions on the subject of "Office Management" given by Mr. Tracy is something which I think should be brought to your personal attention.

During each session of the Academy Mr. Tracy, in discussing the subject of "Office Management" ascertains whether there are men in the class who would be interested in going into the subject in considerable detail and he always receives an enthusiastic response.

It will be noted that this time nearly half of each class attended these evening sessions, which started about 6:30 p.m. and lasted until nearly 10 p.m. Those in the class who are Chiefs of Police or who have aspirations of becoming Chiefs or Executives in their department are especially interested in receiving this training, and in talking informally with them I am convinced that they benefitted considerably from Mr. Tracy's instruction.

It is believed that Mr. Tracy should be commended for the splendid interest which he takes in his appearances before the Academy and the extra time which he devotes to the training of these officers.

*I agree and
recommend commendation*

Attachment

3 DEC 26 1944
RECORDED

31222-230

3

52

*Letter to Mr. Clegg
11/16/44
mcb*

[Signature]

FEDERAL BUREAU OF INVESTIGATION

DATE 11/2/44

WS/wma

MEMORANDUM FOR MR. TRACY

The following is a list of the men in the 26th and 27th Sessions of the National Police Academy who attended your special evening sessions on "Office Management":

26th SESSION

Adams, Elmer H.
A'Hearn, Walter F.
Andress, Ray M.
Broyles, James M.
Byers, Robert A.
Ciliberti, Frank A.
Connolly, John P.
Cowan, Resor H.
Crowther, Leonard C.
Cummings, Robert T.
Driscoll, William J.
Flohr, Melvin
Fritts, Gordon S.
Green, Harry M.
Horgan, John J.
Jagd, Richard H.
Kennedy, Stephen P.
Leblanc, Cyrille

27th SESSION

Magner, James
Marx, Robert
Mathues, Theodore F.
Mugavero, Edward
Nielson, Erving
O'Brien, Robert E.
O'Leary, Daniel L.
Reiman, William F.
Ryan, John F.
Rumple, Jay C.
Rolfson, Clarence O.
Shanahan, James L.
Sylvester, Joseph L.
Trolan, Douglas M.
Wheelock, Milton E.
Zee, Sheng-Shee

Very truly yours,

H. H. Clegg

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Acers _____
Mr. Carson _____
Mr. Harbo _____
Mr. Hendon _____
Mr. Mumford _____
Mr. Starke _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

November 16, 1944

slw

Mr. Stanley J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

I have learned of the excellent work which you did in connection with the special evening sessions on the subject of Office Management for members of the Twenty-sixth and Twenty-seventh sessions of the FBI National Academy.

The enthusiastic manner in which your discussions were received is unimpeachable evidence of the commendatory interest you displayed and the time you devoted to the training of these officers.

I want you to know that I sincerely appreciate your efforts.

Sincerely,

~~Edgar Hoover~~

3 NOV 20 1944

31222-231

✓ 3 52

[Handwritten signature]

[Handwritten signature]

- Mr. Tolson
- Mr. E. A. Tamm
- Mr. Clegg
- Mr. Coffey
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Mohr
- Mr. Carson
- Mr. Hendon
- Mr. Mumford
- Mr. Jones
- Mr. Quinn Tamm
- Mr. Nease
- Miss Gandy

COMMUNICATIONS SECTION
MAILED 3
★ NOV 16 1944 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

m

CT:DSS

December 15, 1944

Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

I wanted to advise you that I have today recommended you for a meritorious promotion in the amount of \$250.

I am both officially and personally appreciative of your continued efforts to improve the operation of the Bureau and to maintain its high standing in the eyes of the general public. It is a pleasure for me to be able to recommend you for this promotion.

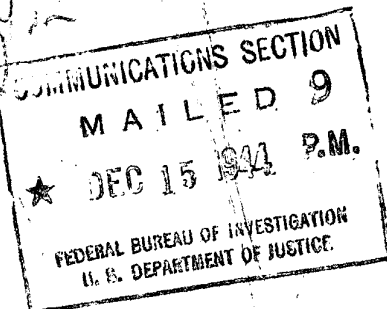
With kind personal regards and all best wishes for A Joyous Holiday Season, I am

Sincerely,

[Signature]
J. Edgar Hoover

~~cc Mr. Tolson~~

Olson _____
A. A. Tamm _____
Ladd _____
Nichols _____
Belmont _____
Clegg _____
Glavin _____
Harbo _____
Rosen _____
Tracy _____
Mohr _____
Winterrowd _____
Tele. Rm. _____
Holloman _____
Gandy _____



~~31222-232~~
31222-232

so

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FEDERAL BUREAU OF INVESTIGATION

Prepared by *[Signature]*
 Checked by *[Signature]*
 Filed by *[Signature]*

Mr.
 Miss
 Mrs.

0
 Mr. S. J. Tracy

Date December 16, 1944

New appointment ☐

Transfer ☐

Promotion ☒

Separation ☐

PRESENT STATUS

1. Title: Assistant Director

2. Grade: CAF 14

3. Salary: \$7000 per annum

4. Seat of Government: ☐
 Field: ☐

5. Division: Division One
 Identification Division

6. Appropriation: "Salaries and Expenses, FBI"

PROPOSED ACTION

7. Title: Assistant Director

8. Grade: CAF 14

9. Salary: \$7250 per annum

10. Seat of Government: ☐
 Field: ☐

11. Division: Division One

12. Appropriation: "Salaries and Expenses, FBI"

13. Effective: Identification Division
 December 16, 1944

14. Position: Additional: ☐
 Vice: ☐
 Identical: ☐

15. Remarks:

This action is being taken because of meritorious services performed by this employee, he having exercised outstanding initiative in the performance of his regularly assigned duties. Mr. Tracy was promoted from Grade CAF 14, \$6750 to Grade CAF 14, \$7000 per annum, effective April 1, 1944.

Respectfully submitted,

cc: CCO-Selective Service

Director, Federal Bureau of Investigation

- ☐ Mr. Tolson
- ☐ Mr. E. A. Tamm
- ☐ Mr. Clegg
- ☐ Mr. Coffey
- ☐ Mr. Glavin
- ☐ Mr. Ladd
- ☐ Mr. Nichols
- ☐ Mr. Rosen
- ☐ Mr. Tracy
- ☐ Mr. Mohr
- ☐ Mr. Carson
- ☐ Mr. Hendon
- ☐ Mr. Mumford
- ☐ Mr. Jones
- ☐ Mr. Quinn Tamm
- ☐ Mr. Nease
- ☐ Miss Gandy

COMMUNICATIONS SEC.
 MAILED 10
 DEC 18 1944 P.M.
 FEDERAL BUREAU OF INVESTIGATION
 U. S. DEPARTMENT OF JUSTICE

67-2000-104

H

SH

WILLIAM FRANCIS O'DONNELL, M. D.
TWENTY-EIGHTH STREET AT WOODLEY ROAD
WASHINGTON, D. C.

February 1, 1945

Mr. Tolson	✓
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	✓
Mr. Rosen	
Mr. Tracy	✓
Mr. Carson	
Mr. Egan	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

Mr. J. Edgar Hoover
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Mr. Hoover:

I wish to express to you the appreciation
of the Pediatric Section of the District of Columbia
Medical Society for the opportunity of hearing your
Mr. Stanley J. Tracy on "Footprinting of Infants"
at the Library of the District Medical Building on
Thursday, January 25th.

His evaluation of footprinting of the
new born was of particular value to those of us
responsible for Obstetric Nurseries, and his instructive
criticism of our technic, I am sure, reacted to the
benefit of all concerned.

Thanks to yourself for permission, and
to Mr. Tracy for a masterful presentation, the Society
had an exceptionally interesting meeting.

Sincerely,

5 FEB 27 1945 3/22-233
Searched.....Recorded.....
Searched.....Checked.....
Numbered 96 Filed 74

6 FEB 10 1945

William Francis O'Donnell, M. D.
Chairman, Pediatric Section
District Medical Society

WFOD:mb

WILLIAM FRANCIS O'DONNELL, M. D.
TWENTY-EIGHTH STREET AT WOODLEY ROAD
WASHINGTON, D. C.

February 1, 1945

Mr. Stanley J. Tracy
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.



Dear Mr. Tracy:

I wish to express to you the appreciation
of the Pediatric Section of the District of Columbia
Medical Society for the opportunity of hearing your
fine address on "Footprinting of Infants" at the District
Medical Building Library on Thursday, January 25th.

Your evaluation of footprinting of the
new born was of particular value to those of us
responsible for Obstetric Nurseries, and your constructive
criticism of our technic, I am sure, reacted to the benefit
of all concerned.

Thanking you for your masterful presentation,

I am,

Sincerely,

RECEIVED
FEB 18 1945

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6 10 1945 31

Wm F. O'Donnell
William Francis O'Donnell, M. D.
Chairman, Pediatric Section
District Medical Society

WFOD:mb

mb
ack
2-7-45
Jog



**Federal Bureau of Investigation
United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 10, 1945, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Margaret Tracy Address 918 Beverley Dr. Alexandria Va.
Relationship wife Dated Feb 4, 1945

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Margaret Tracy Address same
Relationship wife Dated Feb 4, 1945

Very truly yours,

Stanley J. Tracy
Special Agent

*ack
2/6/45
mab*

*files
Wing:bel
1945*

COPY Jg

CT:DSS

MR. GLAVIN

December 15, 1944

THE DIRECTOR

Please prepare the necessary papers recommending the following meritorious promotions:

W. Richard Glavin	\$250
D. Milton Ladd	250
L. B. Nichols	250
<u>S. J. Tracy</u>	250
Edward A. Tamm	250
Robert C. Hendon	200
Myron E. Gurnea	250

3 JAN 5 1945

52

JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

December 27, 1944

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover,

I want to thank you for your recent letter advising that I have been recommended for a promotion. I deeply appreciate the confidence expressed by you and want to assure you I will do everything within my power and limitations to merit the confidence.

Sincerely,

Stanley J. Tracy
Stanley J. Tracy
4 JAN 5 1945



Mr. Tolson	✓
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	✓
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

4 DEC 30 1944
Jah

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

Name: MR. S. J. TRACY

Date: December 16, 1944

You are advised of the following action concerning your employment in the Department of Justice:

Nature of Action: PAY INCREASE (Especially Meritorious)

Effective: December 16, 1944

	FROM	TO
POSITION	Asst. Director	Asst. Director
GRADE	CAF 14	CAF 14
SALARY	\$7000	\$7250
BUREAU OR DIVISION	Div. One Ident. Div.	Div. One Ident. Div.
HEADQUARTERS	D. C.	D. C.
APPROPRIATION	S&E, FBI	S&E, FBI
DEPARTMENTAL OR FIELD	Dept.	Dept.

REMARKS:

Meritorious Promotion under Act of August 1, 1941. Public #200. This action is being taken because of meritorious services performed by this employee, he having exercised outstanding initiative in the performance of his regularly assigned duties. Mr. Tracy was promoted from CAF 14, \$6750 to CAF 14, \$7000, April 1, 1944.

By direction of the Attorney General

New appointees must take oath of office, enter on duty and execute necessary appointment papers before any payment of salary can be made.

100-100000

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

Name: **MR. S. J. TRACY**Date: **December 16, 1944****3132286**

No.

CIVIL SERVICE OR
OTHER LEGAL AUTHORITYNature of Action: **PAY INCREASE (Especially Meritorious)**Effective: **December 16, 1944**

	FROM	TO
POSITION	Ast. Director	Ast. Director
GRADE	CAP 14	CAP 14
SALARY	\$7000	\$7250
BUREAU OR DIVISION	Div. One Ident. Div.	Div. One Ident. Div.
HEADQUARTERS	D. C.	D. C.
APPROPRIATION	S&S, FBI	S&S, FBI
DEPARTMENTAL OR FIELD	Dept.	Dept.

NATURE OF POSITION

(a) NEW

P. C. No.

(b) ADDTNL IDENT.

P. C. No.

(c) VICE

P. C. No.

DATE OF OATH

REMARKS:

Meritorious Promotion under Act of August 1, 1941. Public Law 200. This action is being taken because of meritorious services performed by this employee, he having exercised outstanding initiative in the performance of his regularly assigned duties. Mr. Tracy was promoted from CAP 14, \$6750 to CAP 14, \$7000, April 1, 1944.

File
11-5-45
J. M. L.

52

51C

JO'G:md

February 7, 1945

Dr. William Francis O'Donnell
Chairman, Pediatric Section
District Medical Society
Twenty-eighth Street at Woodley Road
Washington, D. C.

Dear Dr. O'Donnell:

It was indeed good of you to write as you did on February 1, 1945, and Assistant Director Stanley J. Tracy has brought to my attention your letter of the same date. I am happy to know that his talk before your group was well received and hope that you will feel free at all times to call upon us when you believe we might be of assistance in a matter of mutual interest. It is always a pleasure to cooperate with you.

With best wishes and kind regards,

Sincerely yours,

cc: Washington Field
cc: Mr. Tracy

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FEB 12 1945
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31

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Hendon
Mr. Pennington
Mr. Quinn
Mr. Nease
Miss Gandy

COMMUNICATIONS SECTION
MAILED
FEB 08 1945
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

RECEIVED
FEB 12 1945
F B I
DEPT OF JUSTICE

V.
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Hm
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Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TRACY *Gile*

DATE: January 25, 1945

FROM : John Edgar Hoover,
Director, Federal Bureau of Investigation

SUBJECT:

Mr. Tolson	✓
Mr. E. A. Tamm	✓
Mr. Clegg	✓
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

Please submit an explanation as to the reason for the delay in handling the letter from Agent in Charge Bobbitt at Grand Rapids, dated December 27, 1944, enclosing a suggestion prepared by Special Agent P. A. Munley that the Bureau prepare *modus operandi* files on specialized training received by members of the armed forces.

Saturday I note this suggestion was received by you on January 6, 1945. The conference memorandum was not submitted until January 24, 1945. Further, the conference memorandum, as prepared by you, does not indicate the date of consideration by the Executives Conference. The date of consideration of a particular matter is supposed to be set out in the memorandum prepared concerning the matter under discussion.

ADDENDUM: 1/29/45 (mlm)

With reference to the letter from Agent in Charge Bobbitt, this is to advise that I took the matter up at the Executive Conference *just before or just after* my return from Cincinnati, Ohio, on January 13th. I was advised by several members of the Conference that this suggestion of Special Agent Munley had been presented to the Conference previously in quite some detail and several members were familiar with the details of the agent's suggestion. I was advised by the Conference to search the Bureau files. I made an exhaustive check of the files and of the various divisions at the Seat of Government. Finally after being unable to locate any record of the suggestion having been handled in any other division, I re-submitted it to the Executive Conference in order that it might be a matter of record and a letter of thanks sent to the agent.

I feel that the delay under the circumstances was justified.

Respectfully,

S. J. Tracy

5 FEB 9 1945

31222-236

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[Handwritten signature]

001111

March 12, 1945

Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D.C.

Dear Sir:

The Bureau desires that you be prepared for a possible assignment involving foreign travel. Although there is no definite assignment in mind for you at present, it is desired that the preliminary steps necessary for foreign travel be taken now so that, if your services are necessary on such an assignment in the future, the time required for you to obtain a passport and depart on assignment can be held to a minimum. It is, therefore, desired that you obtain the following material and forward it immediately to the Bureau, marked for the attention of Mr. C. H. Carson, where it will be held until needed:

Birth certificate, certified copy of birth certificate, baptismal record, or other proof of United States citizenship. This is unnecessary in the event you previously have had a passport; however, the Bureau should be so advised.

Passport photographs. Secure 12 front-view and 6 profile photographs of passport size (2½" x 2½"). These photographs are necessary even though you have previously had a passport.

Inoculations. Inoculations should be secured against (1) smallpox (2) typhoid and paratyphoid fever (3) typhus (4) tetanus and (5) yellow fever. These inoculations should be secured from the United States Public Health Service if possible, but in any event, documentary proof that they have been received should be obtained and forwarded to the Bureau. These inoculations should be kept up to date in the future by the necessary booster inoculations, which should likewise be supported by appropriate documentation.

The following material will also be necessary for foreign travel but need not be secured at the present time:

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Hendon
Mr. Pennington
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

Health certificate. As health certificates are only good for thirty days, a health certificate need not be obtained until you are advised of a specific assignment. They may be obtained from the United States Public Health Service or from a private physician.

If from a private physician, the following will suffice: "This is to certify that (name) was examined by me on (date) and found to be in good physical and sound mental condition. He is not suffering from any communicable diseases including Trachoma and is physically fit for assignment to a Theater of Operations."

Permit from Local Selective Service Board to depart from the United States. This document, commonly referred to as "draft release," will be secured by the Bureau and requires no action on your part.

Very truly yours,

J. Edgar Hoover (printed yellow)

John Edgar Hoover
Director

ATTACHMENT *RC*

RCH:DW

July 6, 1945

Mr. Stanley J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

With the close of the United Nations Conference on International Organization, I want to express my personal appreciation for the highly efficient manner in which you directed the Bureau's participation.

I fully realize that the burden which you bore was a heavy one but I am pleased with the good judgment with which you efficiently looked out for all of the Bureau's interests. Your contribution to the successful completion of a difficult job was very great and one for which you have my sincere thanks.

With kind personal regards,

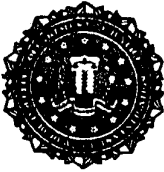
Sincerely,

J. Edgar Hoover

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Hendon _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

3/2 22 238
RECEIVED-DIRECTOR
F B I
DEPT. OF JUSTICE
JUL 13 1945

7/11/45
11:46 PM '45
nt



**Federal Bureau of Investigation
United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 30, 1945, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Margaret 2. Tracy Address 918 Beverley Dr. Alex Va.
Relationship wife. Dated July 5, 1945

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Margaret 2. Tracy Address Alexandria Va
Relationship wife. Dated July 5, 1945

Very truly yours,

Stanley J. Tracy
Special Agent

99
Ack
7-6-45
ji

0 B JUL 9
Vry Rel

GMH:mgf

June 14 1945

Mr. S. J. Tracy
Federal Bureau of Investigation
United States Department of Justice
Washington, D.C.

Dear Mr. Tracy:

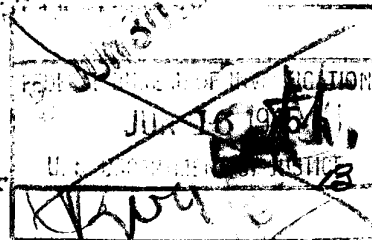
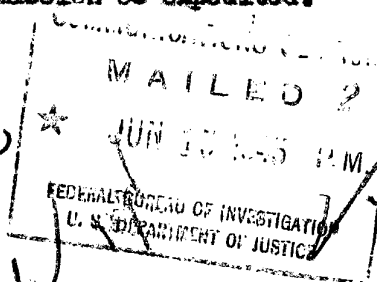
Reference is made to Bureau letter of March 12, 1945, instructing you to make preliminary preparations for possible foreign travel and to forward the material obtained, indicating that the preparations have been completed, to the Bureau marked for the attention of Mr. C. H. Carson.

It is noted that to date this material has not been received from you, and it is accordingly requested that its submission be expedited.

Sincerely yours,

John Edgar Hoover
Director

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Hendon _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____



ANNUAL
REPORT OF
EFFICIENCY RATING

Form approved
Budget Bureau No. 50-B012.
Approval expires Mar. 30, 1945.

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL: ☒ X
REGULAR () SPECIAL ()
PROBATIONAL or TRIAL PERIOD ()

As of MARCH 31, 1945 based on performance during period from April 1, 1944 to March 31, 1945

S. J. TRACY

ASSISTANT DIRECTOR CAF-14, \$7250

(Name of employee)

(Title of position, service, and grade)

FEDERAL BUREAU OF INVESTIGATION

IDENTIFICATION DIVISION

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
---------------------------------	---	--

- _____ (1) Maintenance of equipment, tools, instruments.
_____ (2) Mechanical skill.
_____ (3) Skill in the application of techniques and procedures.
_____ (4) Presentability of work (appropriateness of arrangement and appearance of work).
_____ (5) Attention to broad phases of assignments.
_____ (6) Attention to pertinent detail.
_____ (7) Accuracy of operations.
_____ (8) Accuracy of final results.
_____ (9) Accuracy of judgments or decisions.
_____ (10) Effectiveness in presenting ideas or facts.
_____ (11) Industry.
_____ (12) Rate of progress on or completion of assignments.
_____ (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no)
_____ (14) Ability to organize his work.
_____ (15) Effectiveness in meeting and dealing with others.
_____ (16) Cooperativeness.
_____ (17) Initiative.
_____ (18) Resourcefulness.
_____ (19) Dependability.
_____ (20) Physical fitness for the work.

- _____ (21) Effectiveness in planning broad programs.
_____ (22) Effectiveness in adapting the work program to broader or related programs.
_____ (23) Effectiveness in devising procedures.
_____ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
_____ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
_____ (26) Effectiveness in instructing, training, and developing subordinates in the work.
_____ (27) Effectiveness in promoting high working morale.
_____ (28) Effectiveness in determining space, personnel, and equipment needs.
_____ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
_____ (30) Ability to make decisions.
_____ (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- _____ (A) _____
_____ (B) _____
_____ (C) _____

STANDARD

Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and no minus marks.
Plus marks on at least half of the underlined elements, and no minus marks.
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks.
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks.
Minus marks on at least half of the underlined elements.

Adjective rating
Excellent
Very good
Good
Fair
Unsatisfactory

Rating official EXCELLENT
Reviewing official _____

Rated by Ceyde A. Tolson
(Signature of rating official)

ASSISTANT DIRECTOR

MARCH 15, 1945

Reviewed by W. J. Clevin
(Signature of reviewing official)

(Title)
Assistant Director
Federal Bureau of Investigation
(Title)

3-12-45 RW
(Date) (Date)

Rating approved by efficiency rating committee _____

(Date)

Report to employee _____

(Adjective rating)

59

copy rg

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

November 6, 1944

MEMORANDUM FOR THE DIRECTOR

S. J. Tracy

For a number of years I have felt that the Bureau should make a complete time study of the entire organization both at the Seat of Government and in the field.

I believe it is safe to say that all modern, up-to-date business concerns not only make detailed time studies of the cost of every operation in the organization, but do so rather frequently. It is, of course, absolutely essential for a company engaged in contractual obligations to know its unit costs. Industry has found it necessary in order that its executives will know whether a particular unit, section or department is operating efficiently.

I recommend the Bureau institute a time study, beginning at the Seat of Government. If it costs twice as much to type an index card in New York as in Chicago, this would be important to know in order that an inspection could be made as to the reasons for the higher cost per unit in New York. If it costs more to handle a specific type of work at the Seat of Government or in the Field that the value of that work after the cost is considered, this would be important to know. Such a time study could be made once each five years, and such studies, after the initial study is made, would be relatively inexpensive.

The advantages of a time study are too numerous to mention. Such a study would be of invaluable assistance to the Training and Inspection Division. I believe the Bureau is in a better position at the present time to conduct a time study than it ever has been. We not only have a sufficient number of accountants, who incidentally would receive invaluable training and experience, but we can spare them. Accordingly, I recommend that such a project be started and that Inspector J. S. Egan be placed in charge of this time study to be conducted by the Chief Clerk's Office. We have many accountants in the Field who are not on accounting work and they would be given splendid training if they are not now getting in the Field.

3 MAY 4 1945
52

MEMORANDUM FOR THE DIRECTOR

November 6, 1944

In the event the time studies at the Seat of Government prove of sufficient value, the study could be extended to the Field. I believe the time study could be organized that it could be completed finished prior to June 30, 1945.

Respectfully,

S. J. Tracy

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

July 13, 1945

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

I want you to know how much I appreciate your letter of July 6, with reference to my attendance at the United Nations Conference on International Organization.

I feel it was a definite opportunity for me, and I appreciate very much having been able to be present in San Francisco during the time of this particular historical Conference.

Sincerely,

Stanley Tracy

RECORDED
3 JUL 20 1945

31222-239

27

37

[Handwritten signature]

Mr. Tolson	✓
Mr. E. A. Tamm	✓
Mr. Clegg	✓
Mr. Coffey	✓
Mr. Glavin	✓
Mr. Ladd	✓
Mr. Nichols	✓
Mr. Rosen	✓
Mr. Tracy	✓
Mr. Carson	✓
Mr. Egan	✓
Mr. Gurnea	✓
Mr. Hendon	✓
Mr. Pennington	✓
Mr. Quinn Tamm	✓
Mr. Nease	✓
Miss Gandy	✓

Federal Bureau of Investigation
United States Department of Justice
San Francisco 4, California
July 4, 1945

**PERSONAL AND
CONFIDENTIAL**

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Carson	_____
Mr. Egan	_____
Mr. Gurnea	_____
Mr. Hendon	_____
Mr. Pennington	_____
Mr. Quinn Tamm	_____
Mr. Nease	_____
Miss Gandy	_____

Director, FBI

Re: QUARTERLY CLERICAL CONFERENCE
SAN FRANCISCO FIELD DIVISION

Dear Sir:

I thought you would be interested to know what a fine talk Assistant Director STANLEY TRACY made at our last quarterly clerical conference while he was out here on the UNCIO special.

He showed our clerical employees, a majority of whom have never been to Washington, D. C., the colored slides of the Identification Division, and explained the work and function of each unit in that section of the Bureau. He also discussed the Bureau's operations generally and its progress under your direction. He took the opportunity to thank the clerical employees for you for the extra efforts they put forth in connection with the UNCIO special.

His talk was really inspiring and was very well received. I felt that perhaps you would desire to send a note of appreciation to Mr. TRACY for securing and displaying the slides at this conference, for his excellent talk, and for the most capable manner in which he represented you.

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-05-2012

Very truly yours,

N. J. Pieper

N. J. Pieper,
SAC

HVP:emb

*Let's do this
7/13/45
mcb*

*7/13/45
mcb*

67-31222-240
68 37

SJT:js

July 14, 1945

Honorable Nelson A. Rockefeller
Assistant Secretary of State
for American Republic Affairs
Washington, D. C.

Stanley J. Tracy

Dear Mr. Rockefeller:

I appreciate your letter of July 4, 1945 with reference to the San Francisco Conference. I also want to express my appreciation for your letter to Mr. Hoover in which you were kind enough to advise him of the work of his representatives.

It was a privilege for me to have been assigned to the Conference. I not only enjoyed the work, but more particularly, the opportunity of meeting many of the representatives and delegates in attendance.

With personal best wishes for you and your staff,

Sincerely,

COPY
Mailed Personally
by Mr. Tracy
OK to file
8/14/45
AUG 21 1945

31222-241

63

97

3-*[Signature]*

C
O
P
Y

ASSISTANT SECRETARY OF STATE

WASHINGTON

July 4, 1945

Dear Mr. Tracy:

I wish to tell you again personally, as well as on behalf of the Department, how much the helpful information, which you and members of your staff made available to us throughout the San Francisco Conference, is appreciated.


You know better than anyone the effective use we were able to make of this information in preventing some situations which might have proved to be most detrimental to the outcome of the Conference.

Sincerely,

(signed)

Nelson A. Rockefeller

Mr. Stanley J. Tracy, Assistant Director,
Federal Bureau of Investigation,
Washington, D. C.

3-

mlw

July 13, 1945

Mr. Stanley J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

I have been advised of the very fine talk you gave to the Quarterly Clerical Conference in the San Francisco Field Division.

The excellent manner in which you explained the work of the Identification Division and the Bureau generally was apparently quite inspiring and very well received by the employees of the San Francisco Office. I thought you might like to learn of the splendid impression you made and I wanted you to know of my appreciation.

Sincerely,

J. Edgar Hoover

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Hendon _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

COMMUNICATIONS SECTION
MAILED 15
★ JUL 16 1945 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

8 AUG 8 1945

3/9/45

[Handwritten signature]

Office Memorandum • UNITED STATES GOVERNMENT

JES:lrh

TO : W. R. Glavin
 FROM : J. P. Mohr ✓
 SUBJECT: STANLEY J. TRACY
 Assistant Director
 Identification Division

DATE: 9-7-45

RE: UPA Promotion

This employee entered on duty as a Special Agent on 10-16-33, was afforded an increase under the provisions of the UPA on 4-1-44 in grade CAF 14, from \$6750 to \$7000 per annum, and was afforded a meritorious increase in grade CAF 14, from \$7000 to \$7250 per annum, on 12-16-44, and is now eligible for an increase under the provisions of the Uniform Promotion Act effective 10-8-45. His present salary is \$7962.50 per annum which was effective 7-1-45, as a result of the increase in salaries.

On 3-31-45 Mr. Tolson rated him EXCELLENT. *31222-243*

RECOMMENDATION: It is recommended that he be afforded a \$262.50 increase in grade CAF 14, from \$7962.50 to \$8225 per annum, under the provisions of the Uniform Promotion Act effective 10-8-45.

Mr. Tolson	✓
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Hendon	
Mr. Jones	
Mr. Mumford	
Mr. Quinn	
Mr. Nease	
Miss Gandy	

69
3/15/45
OK

PRDAME
9/15/45
and

J. P. Mohr
OK
OK

FEDERAL BUREAU OF INVESTIGATION

Prepared by: _____
 Checked by: *lib*
 Filed by: _____

Mr.
 Miss
 Mrs.

Date _____

Mr. S. J. Tracy

New appointment ☐

Transfer ☐

Promotion ☐

September 18, 1945

Separation ☐

XX

PRESENT STATUS

1. Title:

2. Grade:

3. Salary: Assistant-Director

4. Seat of Government: CAF 14

\$7962.50 per annum

Field: ☐

5. Division:

6. Appropriation:

Division One

Identification Division

PROPOSED ACTION

"Salaries and Expenses FBI"

7. Title:

8. Grade:

9. Salary: Assistant-Director

10. Seat of Government: CAF 14

\$8225 per annum

Field: ☐

11. Division:

12. Appropriation:

13. Effective: Division One

Identification Division

October 8, 1945

14. Position:

Additional: ☐

Vice: ☐

Identical: ☐

"Salaries and Expenses FBI"

15. Remarks:

Mr. Tracy is being promoted under the Automatic Promotion Bill, Public Laws 4200 and 4106. He was reallocated from Grade CAF 13, \$6200 per annum to Grade CAF 14, \$6800 per annum, effective October 1, 1941. Meritorious promotion from \$6500 per annum to \$6750 per annum in Grade CAF 14, effective February 14, 1943. Promoted from \$6750 per annum to \$7000 per annum in Grade CAF 14, effective April 1, 1944. Meritorious promotion from \$7000 per annum to \$7250 per annum in Grade CAF 14, effective December 15, 1944.

Respectfully submitted,
 SEP 24 1945
 Director, Federal Bureau of Investigation

(Title)

CC-000, Selective Service

Mr. Tolson _____
 Mr. E. A. Tamm _____
 Mr. Clegg _____
 Mr. Coffey _____
 Mr. Glavin _____
 Mr. Ladd _____
 Mr. Nichols _____
 Mr. Rosen _____
 Mr. Tracy _____
 Mr. Carson _____
 Mr. Egan _____
 Mr. Gurnea _____
 Mr. Hendon _____
 Mr. Pennington _____
 Mr. Quinn Tamm _____
 Mr. Nease _____
 Miss Gandy _____



File in Available

SEP 15 1945 RHL

58

Prepared by: *[Signature]*
Checked by: *[Signature]*
Filed by: *[Signature]*

September 18, 1945

Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$7962.50 per annum to \$8225 per annum in Grade CAF 14, effective October 8, 1945.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

SEP 25 1945

CC--CCO, Selective Service
Miss Eitel
Mr. Edwards (EOD 10-16-33)

31222-244

60

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Hendon _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

RECEIVED
FBI
SEP 25 1945 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE
[Large Signature]
[Initials]

JOHN EDGAR HOOVER
DIRECTOR



SJT:obp

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

September 13, 1945

MEMORANDUM FOR MR. TOLSON

EC-287

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Kramer _____
Mr. McGuire _____
Mr. Harbo _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

In accordance with the Director's instructions, I have completed the vaccinations and have received the International Certificate of Vaccination from the Public Health Service. It is transmitted herewith to be filed in the SIS Section.

The second diphtheria will be taken October 15, 1945.

Respectfully,

S. J. Tracy

31222-245

Attachment detached
and filed in SIS
Section 9/25/45 mjh



RECORDED
INDEXED

SIS
with

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME Stanley J. Tracy AGE 45 YEARS, 1 MONTHS Assistant Director
NATIVITY (state of birth) Utah MARRIED, SINGLE, WIDOWED: m NUMBER OF CHILDREN 3
FAMILY HISTORY Father, dead - heart disease. Mother, 2 siblings living and well.

HISTORY OF ILLNESS OR INJURY no illness.
accident 1944, resulting in minor cuts

HEAD AND FACE neg

EYES: PUPILS (size, shape, reaction to light and distance, etc.) equal and react

DISTANT VISION RT. 20/15, corrected to 20/

LT. 20/15, corrected to 20/

COLOR PERCEPTION normal

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS n

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

DISEASE OR DEFECTS n

NOSE slight deviation of septum - no obstruction.

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES neg

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS no disease

TEETH AND GUMS (disease or anatomical defect): normal

MISSING TEETH 13, 4, 5, 7, 8, 13, 14, 15, 17, 19, 20, 21, 29, 30

NONVITAL TEETH n

PERIAPICAL DISEASE n

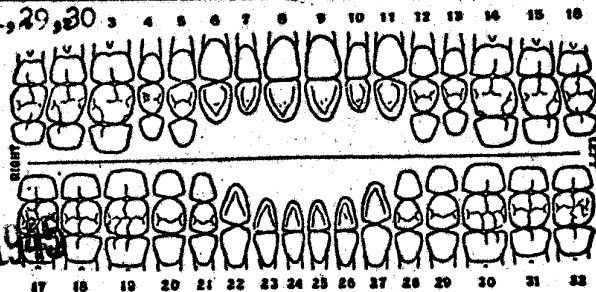
MARKED MALOCCLUSION n

PYORRHEA ALVEOLARIS n

TEETH REPLACED BY BRIDGES n

DENTURES upper & lower dentures

REMARKS satisfactory



George W. Ferguson

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE medium

TEMPERATURE 98f

CHEST AT EXPIRATION 35

HEIGHT 67 1/2

CHEST AT INSPIRATION 37 3/4

WEIGHT 140

CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 29 1/2

RECENT GAIN OR LOSS, AMOUNT AND CAUSE n

SKIN, HAIR, AND GLANDS neg

NECK (abnormalities, thyroid gland, trachea, larynx) neg

SPINE AND EXTREMITIES (bones, joints, muscles, feet) neg

THORAX (size, shape, movement, rib cage, mediastinum) neg
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. neg
Photo fluorograph of chest is negative

CARDIO-VASCULAR SYSTEM neg
HEART (note all signs of cardiac involvement) functional. pulmonic systolic murmur
that varies with exercise - not significant.
PULSE: BEFORE EXERCISE 78 BLOOD PRESSURE: SYSTOLIC 118
AFTER EXERCISE 120 DIASTOLIC 68
THREE MINUTES AFTER 78
CONDITION OF ARTERIES normal CHARACTER OF PULSE Full & Reg.
CONDITION OF VEINS normal HEMORRHOIDS none

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) _____

GENITO-URINARY SYSTEM
URINALYSIS: SP. GR. 1.015 ALB. neg SUGAR neg MICROSCOPICAL neg
VENEREAL DISEASE _____

NERVOUS SYSTEM
(organic or functional disorders)
ROMBERG _____ INCOORDINATION (gait, speech) _____
REFLEXES, SUPERFICIAL _____ DEEP (knee, ankle, elbow) _____ TREMORS _____
SEROLOGICAL TESTS neg BLOOD TYPE B
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) _____

Typhoid - Sept, 1945 Yellow fever - Sept, 1945
SMALLPOX VACCINATION: DATE OF LAST VACCINATION 1945 Sept.
TYPHOID PROPHYLAXIS: NUMBER OF COURSES 1945 Sept.
DATE OF LAST COURSE _____

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE _____

SUMMARY OF DEFECTS 1. Slight deviation of nasal septum - no obstruction. 2. Dental caries.
3. Fails minimal dental requirements - not enough teeth and not enough opposing molars.

CAPABLE OF PERFORMING DUTIES INVOLVING Strenuous PHYSICAL EXERTION
IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS Yes (yes or no)
(when no is given state cause) _____

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) _____
1. Has received all required immunizations for foreign travel.
2. Dental care for caries.

W. R. Darnall
Lt. Comdr. M. C. USNR

DATE OF EXAMINATION 10-15-45

October 24, 1945

~~PERSONAL AND CONFIDENTIAL~~

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-05-2012

Mr. Stanley J. Tracy
Federal Bureau of Investigation
U. S. Department of Justice Building
Washington, D. C.

Dear Mr. Tracy:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on October 15, 1945.

This report reflects that you have dental caries.

The Board of Examining Physicians of the United States Naval Hospital recommends that you secure dental treatment for your caries.

It reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

CC: Mr. Clegg

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

COMMUNICATIONS SECTION
MAILED 8
★ OCT 25 1945 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

RECEIVED-READING ROOM
OCT 24 4 48 PM '45
OCT 25 12 53 PM '45
FBI
DEPT. OF JUSTICE

59

C O P Y gmh

OFFICE MEMORANDUM ----- UNITED STATES GOVERNMENT

TO : THE DIRECTOR
FROM : THE EXECUTIVE CONFERENCE
SUBJECT:

DATE: 8-6-46

The Executive Conference of 7/31/46, consisting of Messrs. E. A. Tamm, Hendon, Ladd, Long, McCabe, Nichols, Hince, Tracy and Glavin considered a suggestion submitted by Mr. Tracy concerning the assigning of typist personnel of the Identification Division to a 6-day work week, 8-hour day.

Mr. Tracy painted out that by the assigning of present eligible typists to a 48-hour week for a period of from 60 to 90 days, he feels that a great part of the typing delinquency in the Identification Division will be eliminated.

Mr. Tracy pointed out to the Conference that they are beginning to train typists who will be available within the 6- or 90 day period. At the end of that time all typists could return to the 40-hour week.

For the Director's information, it would be only necessary to secure approval of the Attorney General for a 48-hour work week.

The Conference, with the exception of Mr. Tracy, is opposed to the suggestion. First, because of the precedent it would set which would eliminate entirely what voluntary over-time we are securing from clerical employees at the Seat of Government at this time. Second, that funds are not available for the payment of such over-time and third, Mr. Glavin states that at the end of 60 or 90 days the present typist staff will probably be reduced somewhat and even though new typists will be trained, it may be felt necessary to continue the program beyond the original period and if it were continued for the entire year, it would cost approximately \$200,000.

The Conference, with the exception of Mr. Tracy, recommends that we hold in abeyance the assigning of any people to the 48-hour week at the present time, until new typists have been trained and then ascertain whether additional typist personnel will be needed on a 48-hour basis.

Respectfully submitted,
FOR THE CONFERENCE

CC - Mr. Hendon
Mr. Clegg

Clyde Tolsen

E. A. Tamm

WRG:em

OCT 2 1946

15

C O P Y

gmh

7/26/46

Mr. Tracy asked that you be advised that the Supervisors in the Identification Division suggest that the Chief Clerk's Office employ typists to work in the Identification Division on a six day week, with time and a half for Saturday. He said that all that is necessary is to get the approval of the Attorney General for the overtime. He said this would take care of their pending delinquency and would keep from taking typists from the files sections and other sections of the Bureau.

DSS

Rx 58

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : MR. TOLSON

Date: 6/24/46

FROM : S. J. TRACY

SUBJECT: LAW ENFORCEMENT BULLETIN

I understand a suggestion was recently submitted and approved to publish the Law Enforcement Bulletin every other month.

Considering the limitations in the Mechanical Section and the necessity for reducing the volume of work, I would like to suggest that the Law Enforcement Bulletin be completely revised as follows. Each speech, address or article submitted in excess of one page be condensed to one page or less in the Crime Records Section.

The Mechanical Section can run 17 pages at one time and if all past articles, addresses, etc. were condensed not to exceed one page, I believe it would have been possible to have published all the material contained therein in condensed form in 17 pages.

The style of writing currently carried in the Reader's Digest, Coronet, and other magazines of that type is far more readable than a lengthy, detailed article or address.

The present tenor of American reading seems to be in condensed form with the exception, of course, of certain scientific and trade magazines; however, considering that law enforcement offices are primarily the recipients of the Law Enforcement Bulletin and their educational attainments are not too high, I believe the Bulletin would be more widely read in condensed article form than in its present form.

If the Mechanical Section could publish the Law Enforcement Bulletin in one run of 17 pages, there would be a tremendous saving resulting.

SJT:db

8
NOT RECORDED 3

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR () SPECIAL ()
PROBATIONAL or TRIAL PERIOD ()

As of 3-31-46 based on performance during period from 4-1-45 to 3-31-46

S. J. Tracy

(Name of employee)

Asst. Director - Grade CAF-14

(Title of position, service, and grade)

FBI, Identification Division

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
---	---	--

- _____ (1) Maintenance of equipment, tools, instruments.
- _____ (2) Mechanical skill.
- _____ (3) Skill in the application of techniques and procedures.
- _____ (4) Presentability of work (appropriateness of arrangement and appearance of work).
- _____ (5) Attention to broad phases of assignments.
- _____ (6) Attention to pertinent detail.
- _____ (7) Accuracy of operations.
- _____ (8) Accuracy of final results.
- _____ (9) Accuracy of judgments or decisions.
- _____ (10) Effectiveness in presenting ideas or facts.
- _____ (11) Industry.
- _____ (12) Rate of progress on or completion of assignments.
- _____ (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no)
- _____ (14) Ability to organize his work.
- _____ (15) Effectiveness in meeting and dealing with others.
- _____ (16) Cooperativeness.
- _____ (17) Initiative.
- _____ (18) Resourcefulness.
- _____ (19) Dependability.
- _____ (20) Physical fitness for the work.

- _____ (21) *Effectiveness in planning broad programs.*
- _____ (22) *Effectiveness in adapting the work program to broader or related programs.*
- _____ (23) *Effectiveness in devising procedures.*
- _____ (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
- _____ (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
- _____ (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
- _____ (27) *Effectiveness in promoting high working morale.*
- _____ (28) *Effectiveness in determining space, personnel, and equipment needs.*
- _____ (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
- _____ (30) *Ability to make decisions.*
- _____ (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

- _____ (A) _____
- _____ (B) _____
- _____ (C) _____

STANDARD

Deviations must be explained on reverse side of this form

- Plus marks on all underlined elements, and no minus marks.....
- Plus marks on at least half of the underlined elements, and no minus marks.....
- Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks.....
- Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks.....
- Minus marks on at least half of the underlined elements.....

Adjective rating
Excellent
Very good
Good
Fair
Unsatisfactory

Reviewing official _____

Rated by Sever A. Tolson

(Signature of rating official)

(Title)

(Date)

Reviewed by _____

(Signature of reviewing official)

(Title)

(Date)

Rating approved by efficiency rating committee _____

(Date)

Report to employee _____

(Adjective rating)

COPY MJA

OFFICE MEMORANDUM . UNITED STATES GOVERNMENT

TO : THE DIRECTOR
FROM : S. J. TRACY
SUBJECT :

With reference to the committee representing the field and Seat of Government to handle suggestions for the purpose of streamlining the Bureau's operations, I desire to again recommend that a cost survey be made.

I have felt over a long period of time that our inspection procedure is pretty much hit and miss, and I do not believe inspections will ever be on a sound efficient basis until we complete a cost survey of the entire Bureau's operations. Once the entire survey has been made by qualified trained accountants, I believe our inspections can then be based on something tangible and efforts made to inquire into the reasons for increased or decreased costs in a given operation. Such a cost survey need not be made every year; however, if inspections are based primarily on a known factor, they should become better year after year both in the field and at the Seat of Government.

Personnel inspections and general appearance inspections can, of course, continue to be made at any time, as well as, be made in conjunction with a regular inspection based on a cost survey.

I am further of the opinion that the cost of inspections will be greatly reduced once we have a complete cost survey and a factual basis upon which to judge the relative value, merit or economy of a given operation.

If we knew, throughout the Bureau, what our different surveys are actually costing, I think we would be able to more intelligently streamline the Bureau along the lines desired by the Director.

SJT:obp

68
10 JUN 10 1946
NOT RECORDED

DEFERRED PERSONNEL DATA

1. Name of Department, Bureau or Agency. Federal Bureau of Investigation.
2. Registrant's name. *S. J. Tracy*
3. Address. *Washington Headquarters*
4. Age.
5. Marital status; if married, give date.
6. Title of Position. *S.A.*
7. Date of Appointment. *12/6/43* Departmental Service Field Service ☒
8. Vocation.
9. Is vocation used in present position. *yes*
10. Annual Salary - as of date of deferment. *Caf - 14*
11. Draft Classification. *3-13 No Changes*
12. Local Board Number and Location.
13. Order Number.
14. By whom was deferment requested. John Edgar Hoover, Director
Federal Bureau of Investigation.
15. Reason given for deferment; if indispensability claimed. Why? (See attachment)
16. Length of deferment. *4-23-43*
17. How many renewals of deferment. *None*
18. What attempts at replacement have been made. (See Attachment)

Additional General Information

(See attached statement)

Outline your organization's procedure in processing deferment requests **RECORDED 2**

Total Personnel

Total Male

Total Female

Total Male ages 18 to 38

Total deferred as of February 28, 1943

Total former employees now in Armed Service=

Address: H. Ralph Burton, General Counsel, #519 Old House Office Building

2 FEB 14 1946
[Signature]

MR. TOLSON

FEBRUARY 11, 1946

W. R. GLAVIN

In connection with the possible increases for certain officials at the Seat of Government and in the field, the following, who have been considered by the Director, cannot receive increases either due to the fact that they are in the top of their grade or that they have received increases up to the present time which make it impossible to give further consideration to their cases now:

E. J. Connelley (Top of grade)
 S. J. Tracy (Top of grade)
 H. H. Clegg (Top of grade)
 W. R. Glavin (Top of grade)
 L. B. Nichols (Top of grade)
 R. B. Hood (Top of grade)
 SAC, Los Angeles

W. F. Burke, Supervisor in Charge at Quantico, whose present salary is CAF-13, \$6230 was recommended for a \$210 meritorious increase to CAF-13, \$6440 per annum effective January 27, 1946. No further promotion can be granted at this time.

E. P. Morgan, Inspector, Training Division, whose present salary is CAF-13, \$6440 per annum was granted a meritorious and EPA promotion within the last 18 months and is not eligible for another promotion until September 22, 1946.

J. P. Mohr, Personnel Officer, Administrative Division, whose present salary is CAF-13, \$6230 per annum has been recommended for a meritorious increase prior to this time and it is still pending in the Civil Service Commission. He is not eligible for further promotion at this time.

R. F. Cartwright, Chief, Records Section, whose present salary is Grade CAF-13, \$6230 per annum has been recommended for a meritorious increase to CAF-13, \$6440 per annum and it is still pending in the Civil Service Commission.

W. A. Jones, Chief, Crime Records Section, whose present salary is Grade CAF-13, \$6230 per annum, has been recommended for a meritorious increase to CAF-13, \$6440 per annum and it is still pending in the Civil Service Commission.

WRG:AB

Mr. Tolson _____
 Mr. E. A. Tamm _____
 Mr. Clegg _____
 Mr. Glavin _____
 Mr. Ladd _____
 Mr. Nichols _____
 Mr. Rosen _____
 Mr. Tracy _____
 Mr. Carson _____
 Mr. Egan _____
 Mr. Gurnea _____
 Mr. Harbo _____
 Mr. Hendon _____
 Mr. Pennington _____
 Mr. Quinn Tamm _____
 Mr. Nease _____
 Miss Gandy _____

1946

J. J. McGuire, #1 Man in the Records and Communications Division, whose present salary is Grade CAF-13, \$6860 per annum, is not eligible for either a meritorious or UPA promotion at the present time. He can next be considered on October 6, 1946.

C. H. Carson, Chief of the SIS Section, Security Division, whose present salary is Grade CAF-13, \$6650 had a meritorious promotion approved on January 27, 1946, to \$6860 per annum. No further promotion can be granted at this time.

J. K. Munford, #1 Man, Security Division, whose present salary is Grade CAF-13, \$6650 per annum is not eligible for either a meritorious or UPA promotion. He can next be considered on January 5, 1947.

B. K. McKee, Special Agent in Charge at Newark, whose present salary is Grade CAF-14, \$7962.50 per annum is not eligible for either a meritorious or UPA promotion at this time. He can next be considered on July 16, 1946.

E. E. Conroy, Special Agent in Charge at New York, whose present salary is Grade CAF-14, \$7700 per annum, he having been granted a meritorious promotion effective February 10, 1946, is not eligible for further promotion at this time.

B. L. Traynor, Special Agent in Charge at Springfield, whose present salary is Grade CAF-13, \$6440 per annum, is not eligible for either a meritorious or UPA promotion at this time. He can next be considered August 11, 1946.

**Federal Bureau of Investigation
United States Department of Justice**

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 28, 1946, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Margaret Q. Tracy Address 918 Beverley Drive, Alexandria, Va.
Relationship wife Dated January 14, 1946

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Margaret Q. Tracy Address 918 Beverley Drive, Alexandria, Va.
Relationship wife Dated January 14, 1946

Very truly yours,

Stanley J. [Signature]
Special Agent

*ack
1/28/46
jk*

60
10 JAN 27 1946
Files
Wrykel

DEPARTMENT OF JUSTICE
WASHINGTON 25, D. C.

Date: September 18, 1945

Name: MR. S. J. TRACY

You are advised of the following action concerning your employment in the Department of Justice:

Nature of Action: PAY INCREASE(Periodic)

Effective: October 8, 1945

	FROM	TO
POSITION	Asst.-Director	
GRADE SALARY	CAF 14 \$7962.50	CAF 14 \$8225
BUREAU OR DIVISION	Div. One Ident. Div.	
HEADQUARTERS	D. C.	
APPROPRIATION	S&E, FBI	
DEPARTMENTAL OR FIELD	Dept.	

REMARKS:

Public Law #200 as amended 6-30-45.
Reallocated from CAF 13, \$6200 to CAF 14, \$6500 October 1,
1941. Meritorious promotion from \$6500 to \$6750 CAF 14,
February 14, 1943. Promoted from \$6750 to \$7250 CAF 14,
April 1, 1944. Meritorious promotion from \$7250 to \$7500
CAF 14, December 16, 1944.

New appointees must take oath of office, enter on duty
and execute necessary appointment papers before any
payment of salary can be made.

By direction of the Attorney General.

DEPARTMENT OF JUSTICE
WASHINGTON 25, D. C.

BI48734

Date: **September 15, 1943**

Name: **MR. B. J. TRACY**

No.

CIVIL SERVICE OR
OTHER LEGAL AUTHORITY

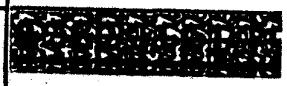
Nature of Action: **PAY INCREASE(Periodic)**

Effective: **October 8, 1943**

	FROM	TO	NATURE OF POSITION
POSITION	Asst.-Director		(a) NEW
GRADE SALARY	CAF 1A \$7962.50	CAF 1A \$8225	P. C. No.
BUREAU OR DIVISION	Div. One Ident. Div.		(b) ADDTNL. IDENT. P. C. No.
HEADQUARTERS	D. C.		(c) VICE P. C. No.
APPROPRIATION	SAS, FBI		
DEPARTMENTAL OR FIELD	Dept.		DATE OF OATH

REMARKS:

Public Law 1200 as amended 6-30-43.
Reallocated from CAF 1J, \$6200 to CAF 1A, \$6300, October 1,
1941. Meritorious promotion from \$6300 to \$6750, CAF 1A,
February 14, 1943. Promoted from \$6750 to \$7000, CAF 1A,
April 1, 1944. Meritorious promotion from \$7000 to \$7250
CAF 1A, December 16, 1944.



57
60

JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

September 20, 1945

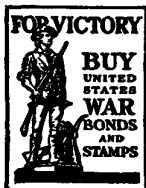
Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

I have received your letter of September 18 advising me of a promotion under the Uniform Promotion Act. I wanted to express my appreciation and to assure you I will make every endeavor to merit it.

Sincerely,

18 OCT 1 1945
Stanley J. Tracy



J. E. H.

February 18, 1947

0
Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

I wanted to drop you this personal note
to express my appreciation for your participation
and cooperation in making the biennial tour of the
Secretaries' Club of Congress such a success.

I appreciated your coming down on both nights and
talking to our visitors.

With best wishes and kind regards,

Sincerely yours,

J. Edgar Hoover

RECEIVED DIRECTOR
U.S. DEPT. OF JUSTICE
FEB 19 9 48 AM '47

9 MAR 1 1947

31222-248

mp
LBN:MP

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Hendon
Mr. Pennington
Mr. Quinn Tamm
Mr. Nease
Mr. Gandy

COMMUNICATIONS SECTION	
MAILED 3	
★	FEB 19 1947 P.M.
FEDERAL BUREAU OF INVESTIGATION	
U. S. DEPARTMENT OF JUSTICE	

AFFIDAVIT

STRIKING AGAINST THE FEDERAL GOVERNMENT

U. S. Department of Justice
(Dept. of Estab.)

F. B. I.
(Bureau or Office)

Washington
(Place of Employment)

I, Stanley J. Tracy, do hereby swear (or affirm) that I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not while a Government employee become a member of such an organization.

Stanley J. Tracy
(Signature of employee or appointee)

Subscribed and sworn to before me this 12th day of July, 1946
at Washington, District of Columbia

Rachel T. Sisson
(Signature of Officer)

Notary Public
(Title)

[SEAL]

(Not needed where none available)

NOTE: Any officer or employee of a department or establishment who is designated in writing by the head thereof to administer oaths in connection with employment as required by law is authorized to administer the affidavit required incidental to the foregoing and such affidavit must be administered without charge or fee and has the same force and effect as affidavits administered by officers having seals.

STATUTORY PENALTY CLAUSE: "Any person who engages in a strike against the Government of the United States, or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States ***and accepts employment the salary or wages for which are paid from any appropriation contained in this Act shall be guilty of a felony and, upon conviction, shall be fined not more than \$1,000 or imprisoned for not more than one year, or both: Provided further, that the above penalty clause shall be in addition to, and not in substitution for, any other provision of existing law."

0 JAN 30 1947

FILE
WRG

PER cc

62

DEPARTMENT OF JUSTICE

WASHINGTON 25, D. C.

July 2, 1946.

CIRCULAR NO. 3959

TO ALL EMPLOYEES:

Subject: Affidavit regarding membership in organizations which assert the right to strike against the Government.

Appropriation bills for the fiscal year 1947 provide that no part of the appropriation shall be used to pay the salary or wages of any person who engages in a strike against the Government of the United States or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States. It is provided that for the purpose of this legislation an affidavit shall be considered prima facie evidence that the person making the affidavit has not contrary to the provisions of this law engaged in a strike against the Government of the United States and is not a member of an organization of Government employees that asserts the right to strike against the Government of the United States.

All employees must execute the affidavit on the other side of this circular. When you have signed the affidavit it should be returned promptly to your immediate supervisor who will forward it through regular channels (for noting against payroll records) to the Administrative Assistant to the Attorney General.

Certifying Officers shall not release salary checks until this affidavit has been prepared and forwarded.



S. A. ANDRETTA
Administrative Assistant
to the Attorney General

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL: REGULAR () SPECIAL ()
PROBATIONAL ()

As of 3-31-47 based on performance during period from 4-1-46 to 3-31-47

TRACY, S. J.

(Name of employee)

Assistant Director, CAF-14

(Title of position, service, and grade)

Federal Bureau of Investigation, U. S. Dept. of Justice, Ident. Div., Wash. D. C.

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i>.	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
---	---	---

- ____ (1) Maintenance of equipment, tools, instruments.
- ____ (2) Mechanical skill.
- ____ (3) Skill in the application of techniques and procedures.
- ____ (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ____ (5) Attention to broad phases of assignments.
- ____ (6) Attention to pertinent detail.
- ____ (7) Accuracy of operations.
- ____ (8) Accuracy of final results.
- ____ (9) Accuracy of judgments or decisions.
- ____ (10) Effectiveness in presenting ideas or facts.
- ____ (11) Industry.
- ____ (12) Rate of progress on or completion of assignments.
- ____ (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no)
- ____ (14) Ability to organize his work.
- ____ (15) Effectiveness in meeting and dealing with others.
- ____ (16) Cooperativeness.
- ____ (17) Initiative.
- ____ (18) Resourcefulness.
- ____ (19) Dependability.
- ____ (20) Physical fitness for the work.

- ____ (21) Effectiveness in planning broad programs.
- ____ (22) Effectiveness in adapting the work program to broader or related programs.
- ____ (23) Effectiveness in devising procedures.
- ____ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- ____ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- ____ (26) Effectiveness in instructing, training, and developing subordinates in the work.
- ____ (27) Effectiveness in promoting high working morale.
- ____ (28) Effectiveness in determining space, personnel, and equipment needs.
- ____ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- ____ (30) Ability to make decisions.
- ____ (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- ____ (A) _____
- ____ (B) _____
- ____ (C) _____

STANDARD Deviations must be explained on reverse side of form	Adjective Rating Excellent Very Good Good Fair Unsatisfactory	Adjective Rating Rating official: <u>EXCELLENT</u> <u>31222-249</u> Reviewing official: <u>68</u> <u>68</u> <u>68</u>
---	---	---

Plus marks on all underlined elements, and check mark better on all other elements rated _____
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements _____
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance _____
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance _____
Minus marks on at least half of the underlined elements _____

Rated by Clyde A. Tolson
(Signature of rating official)

Associate Director
(Title)

3-31-47
(Date)

Reviewed by [Signature]
(Signature of reviewing official)

Federal Bureau of Investigation
(Title)

3-31-47
(Date)

Rating approved by efficiency rating committee _____

(Date)

Report to employee _____

(Adjective rating)

U. S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

by: *jh*
checked by: *bae*
dated by:

MR. E. J. TRACY

MR. S. J. TRACY

PROMOTION

Nature of Action

Date	May 20, 1947
Personnel Action Number	F.B.I. - 24846 21846
Legal Authority	

Effective : **June 1, 1947**

	FROM	TO
Position	Asst. Director	SAME
Grade	GAF 14	GAF 15
Salary	\$9376.50	\$9575
Division and Section	Division One Ident. Div.	SAME
Headquarters	D. C.	SAME
Appropriations	S & E, F.B.I.	S & E, F.B.I.
Departmental or Field	<input checked="" type="checkbox"/> Dept.	<input checked="" type="checkbox"/> Field

NATURE OF POSITION		
a. VICE Vacancy-Position re-allocated by GSC on 5/22/47. P. C. NO. GSC #454	b. ADDITIONAL IDENTICAL P. C. NO.	c. NEW P. C. NO.
Date of Birth		Date of Oath

REMARKS

File

85 JUN 11 1947

Wm
6
dw

June 7, 1947

Mr. Stanley J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

I am indeed pleased to advise you
of your reallocation to Grade Caf 15, \$9,975.00
per annum, effective as of June 1, 1947.

With kind personal regards,

Sincerely yours,

CT:DSS

11 JUN 17 1947
RECORDED

67-31222-250	
Searched
Numbered
Filed	356
4 JUN 11 1947	
FEDERAL BUREAU OF INVESTIGATION	

COMMUNICATIONS SECTION	
MAILED 9	
☆	JUN 7 1947 P.M.
FEDERAL BUREAU OF INVESTIGATION	
U. S. DEPARTMENT OF JUSTICE	

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

JUN 7 9 55 AM '47
U.S. DEPT. OF JUSTICE
RECEIVED
DIRECTOR

300
JUN 7 1947
JUN 7 1947



United States Department of Justice
Federal Bureau of Investigation



IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 15, 1947, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Mrs. Margaret Tracy Address 4800 College Avenue, College Park, Maryland
Relationship Wife Dated June 11, 1947

The following person is hereby designated as my beneficiary under the Chas. F. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Margaret Tracy Address 4800 College Avenue, College Park, Maryland
Relationship Wife Dated June 11, 1947

Very truly yours,

ack 4/12/47
Stanley J. Ray
Special Agent
3 dng npr

67-31222-251
11 JUL 28 1947
RECORDED

July 14, 1947

Mr. Stanley J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

Many thanks for your note relative to the passage by Congress of the Retirement Bill and the signing of it by the President.

I do hope that it will help to stabilize our organization. I sincerely felt that our investigative personnel were certainly entitled to such benefits and it is particularly gratifying that both Houses of Congress saw fit to unanimously pass this legislation. I do appreciate you writing me as you did.

Sincerely,

18 JEA

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Gandy

SENT FROM D. O.
TIME 7:45
DATE 7-15-47
BY JEA

JEA:EH

-251

Mr. Tolson.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Glavin.....
Mr. Ladd.....
Mr. Nichols.....
Mr. Rosen.....
Mr. Tracy.....
Mr. Egan.....
Mr. Gurnea.....
Mr. Harbo.....
Mr. Mohr.....
Mr. Pennington.....
Mr. Quinn Tamm.....
Mr. Nease.....
Miss Gandy.....

July 11, 1947

Dear Mr. Hoover:

Upon the occasion of the signing of the FBI Retirement Bill, I would like to express to you my appreciation for the effort I know you put into it personally which resulted in its being signed.

I only wish that our Agents in Charge and Agents throughout the Field could know the amount of effort it took and the fact that you carried the burden practically alone. Anything that the rest of us were able to do by way of assistance was but minor compared to that which you accomplished.

Sincerely,

Stanley Tracy

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

31222-251

7
ind

[Handwritten signature]

19 JUL 28 1947

FIELD FIREARMS AND SCIENTIFIC TRAINING RECORD

OF SPECIAL AGENT S. J. Tracy

OFFICE	MO. YR.	H.S.	P.P.G.	A.C.-P.	A.C.-MG.	S.G.	30'	M.G.	GAS	NIGHT	MAGNUM	MO. PIST. PRACTICE	F.P.	LAT.	S.G.C.	G.M.	R.B.P.	M.P.C.	M.P.P.	REC.	PHO-REC.	F.M. RADIO	DET.	P.M.	R.D.	EST. EFF.
S.O.D.	4/42					80	82	90																		
	8/42																									
	42	96	97					99	85																	
	12/42											✓														
	9/43	100	90					84	100																	
	10/43											✓														
	12/43											✓														
	2/44											✓														
	4/44											✓														
	5/44											✓														
	4/44																									
	4/44																									
	6/44							100	91	95																
	11/44	96	91			100		98																		
	11/44											✓														
	7/45	98	88					88																		
	11/45											✓														
	12/45											✓														
	3/46											✓														

4 AUG 5 1947

NOT RECORDED

48

December
October 9, 1947

Mr. W. A. Patterson
President
United Air Lines
United Air Lines Building
Chicago 38, Illinois

S. J. TRACY

Dear Mr. Patterson:

Your letter dated November 28, 1947, has been received, and it was indeed kind of you to comment as you did upon the cooperation you received from representatives of this Bureau in connection with the investigation of the unfortunate crash at Bryce Canyon, Utah. We of the FBI are glad we were able to help toward alleviating the anxiety and suffering of the relatives of the unfortunate victims.

With best wishes and kind regards,

Sincerely yours,

V

cc - Salt Lake City, with 2 copies of incoming
cc - Mr. Tracy, with copy of incoming
cc - Mr. McGuire, with copy of incoming

NOTE: Patterson enclosed 12 copies of his incoming. These were signed by Patterson and are routed to the Assistant Directors in charge of the sections in which the employees work. 2 copies were forwarded to Salt Lake City in view of the fact that 2 local officers were mentioned by Patterson and his obvious intent was that they should receive copies of the letter.

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Gandy _____

VWP:blf:jfp

RECEIVED
JAN 2 1948
-253
unf

ORIGINAL FILED IN

98-34474-48

69-

31228

6301947

UNITED AIR LINES

November 28, 1947

PX (6)

Mr. J. Edgar Hoover, Director
Federal Bureau of Investigation
Washington 25, D. C.

Dear Mr. Hoover:

I want to express to you, and through you to your able assistants in the Fingerprint Section, our appreciation and thanks for the assistance rendered in the identification of the 52 persons killed in the crash of United Air Lines Flight #608 of October 24, 1947 at Bryce Canyon, Utah.

In contacting your Washington Headquarters for help by means of fingerprint identifications we officially worked through Mr. Newman of your Salt Lake City Office and the Sheriff of Sevier County, Utah. Colonel A. D. Tuttle, Medical Director, United Air Lines, who served as a member of the Identification Team from the start to the finish of such work at Richfield, Utah, tells me that he has never seen a more earnest desire to be helpful in such a tragic emergency as confronted us than was displayed by your personnel. Because of the nature of the injuries sustained by the 52 persons aboard our Flight 608 at the time of the crash, positive identifications for an appreciable number of victims could not possibly have been made except through the fingerprint classifications of your organization.

The specimens sent to the Washington FBI Office for fingerprint identification were transported on a United Air Lines plane and in charge of a special United Air Lines courier. I have been informed by our Washington representatives that your experts conducted most of the examinations over a week-end when ordinarily such work, except in urgent cases, would be normally curtailed. I am advised that the following men in particular were of invaluable help during this period: Messrs. Stanley J. Tracy, Assistant Director, Federal Bureau of Investigation; John McGuire, Inspector; Edwin S. Weiss, Albert B. Ground, Sebastian F. Matona, John R. Kobyak, Cressen S. Henderson, Francis W. Attler. We were also fortunate in having the assistance of Messrs. William Warren, Jr., and Orland Christensen, both of Richfield, Utah, who we later learned have both had FBI training.

98-44676-3-86

ORIGINAL FILED IN

31222-253

November 26, 1947

BEST COPY AVAILABLE

The fact that your Bureau was being utilized for the purpose of speeding up the identification of remains was a source of great comfort to the grief-stricken persons who had proceeded to the scene of the accident for the purpose of locating the remains of relatives.

All of us know that your organization is frequently called upon to conduct such activities as a public service, but I wish that more of our citizens could hear of the outstanding and helpful type of service such as was so splendidly demonstrated by your fingerprint section in the aftermath of our accident.

Sincerely yours,

W. A. Patterson
W. A. Patterson

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME TRACY, Stanley J. AGE 47 YEARS, 7 MONTHS
NATIVITY (state of birth) Utah MARRIED, SINGLE, WIDOWED: M NUMBER OF CHILDREN 3
FAMILY HISTORY Father deceased - heart
Mother living - good health - no familial diseases
Sisters living and in good health

HISTORY OF ILLNESS OR INJURY n

HEAD AND FACE n

EYES: PUPILS (size, shape, reaction to light and distance, etc.) n

DISTANT VISION RT. 20/15, corrected to 20/

LT. 20/15, corrected to 20/

COLOR PERCEPTION n

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS External ocular muscles weak

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

DISEASE OR DEFECTS n

NOSE n

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES n

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS n

TEETH AND GUMS (disease or anatomical defect): normal

MISSING TEETH 1, 3, 4, 5, 7, 8, 13, 14, 15, 17, 19, 20, 21, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32

NONVITAL TEETH n

PERIAPICAL DISEASE n

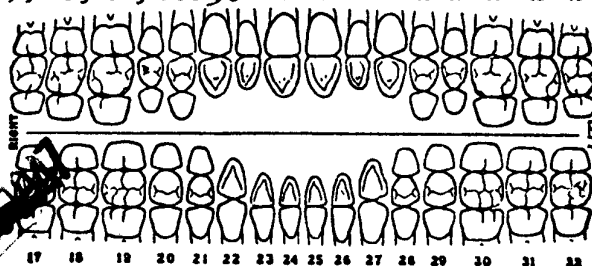
MARKED MALOCCLUSION n

PYORRHEA ALVEOLARIS n

TEETH REPLACED BY BRIDGES n

DENTURES Partial rep. all missing teeth

REMARKS n



E.E.F. Pollard (R.E.C.)

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE robust

TEMPERATURE n

HEIGHT 63 1/2

WEIGHT 141

CHEST AT EXPIRATION 34 1/2

CHEST AT INSPIRATION 38 1/2

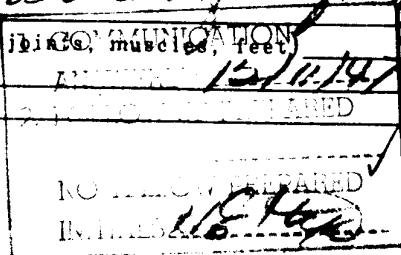
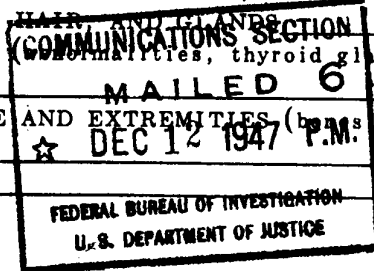
CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 29 1/2

RECENT GAIN OR LOSS, AMOUNT AND CAUSE n

SKIN, HAIR, AND GLANDS nevus, benign, rt. flank

NECK (swallowing, thyroid gland, trachea, larynx) n

SPINE AND EXTREMITIES (bones, muscles, joints) n



65 344

THORAX (size, shape, movement) nb cage, mediastinum n
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. mois. rales throughout lungs.
35 mm x-ray negative. There are diffuse medium/
CARDIO-VASCULAR SYSTEM n chronic mild bronchitis
HEART (note all signs of cardiac involvement) Grade 1. systolic murmur over apex
No signs of decompensation
PULSE: BEFORE EXERCISE 68 BLOOD PRESSURE: SYSTOLIC 118
AFTER EXERCISE 100 DIASTOLIC 64
THREE MINUTES AFTER 72
CONDITION OF ARTERIES n CHARACTER OF PULSE reg
CONDITION OF VEINS n HEMORRHOIDS n

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) n

GENITO-URINARY SYSTEM n
URINALYSIS: SP. GR. 1.018 ALB. n SUGAR n MICROSCOPICAL n
VENEREAL DISEASE n

NERVOUS SYSTEM n (organic or functional disorders)
ROMBERG n INCOORDINATION (gait, speech) n
REFLEXES, SUPERFICIAL n DEEP (knee, ankle, elbow) n TREMORS n
SEROLOGICAL TESTS neg BLOOD TYPE _____
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) _____

SMALLPOX VACCINATION: DATE OF LAST VACCINATION _____
TYPHOID PROPHYLAXIS: NUMBER OF COURSES _____
DATE OF LAST COURSE _____

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE _____
Electrocardiograph - within normal limits.

SUMMARY OF DEFECTS 1. Weakness of external ocular muscles. 2. benign nevus
nitral regurgitation; slight/fully compensated (non-limit.)

CAPABLE OF PERFORMING DUTIES INVOLVING strenuous PHYSICAL EXERTION
IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes (yes or no)
(when no is given state cause) _____

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) _____

DATE OF EXAMINATION 11/25/47

R. T. Miller
11308 11-17
"n"

Department of Justice

Federal Bureau of Investigation

Assistant Director
CAF 15

\$9975

X

X

X

CA

X

Subject only to the general administrative direction of the Director, and with complete responsibility for the results obtained, directs, administers, and supervises the organization and functioning of the largest fingerprint identification division in the world, containing approximately 105,000,000 fingerprint records and with a combined subordinate personnel of approximately 1,500 employees in grades ranging from CAF 13 to CAF 2.

As the Director's personal confidential representative, is called upon to perform highly specialized or secret missions in the interests of law enforcement and internal security; also, personally represents the Director as required in numerous national and state law enforcement conferences, and national and international conferences held in the interests of law enforcement or related matters.

Classification Act of 1923 as amended by the Federal
Employees Pay Act of 1946.

11 *He*

0 162

Form PR3 Revised (LWOP)

DEPARTMENT OF JUSTICE
NOTICE OF LEAVE WITHOUT PAY

No. _____

M **S. J. Tracy**

Date **September 8,** 19**47**

Title **Agent**

Grade and Salary

Division or Bureau **FBI**

Ident

Department ☐

Appropriation

Field ☐

Beginning

Terminating C. O. B.

Indefinite []*

Remarks

Deduct 8 hours on September 6, 1947.

J. Edgar Hoover

***IMPORTANT:**

This form to be used for reporting all leave without pay EXCEPT military.

Persons returning to duty subsequent to this report or from indefinite leave will not be restored to the pay roll until Form PR3a (LWOP) is submitted.

8. (Bureau)

5 SEP 11 1947

®

54

January 7, 1948

Mr. Stanley J. Tracy⁰
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

My attention has been called to your excellent portrayal of a Bureau official in the current filming of the latest FBI motion picture.

I wanted you to know that the success of the picture will indeed be assured if standards set by your performance are carried on by the other participants.

Sincerely,

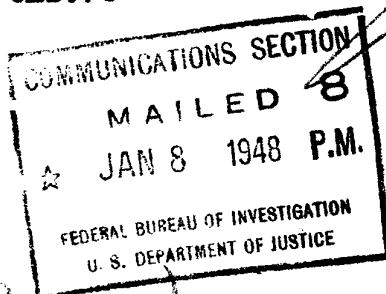
J. Edgar Hoover

4 JAN 21 1948

cc - Mr. Tolson

31222-254

CLT:rs



Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Gandy _____

JAN 7 2 34 PM '48
RECEIVED READING ROOM

U.S. DEPT. OF JUSTICE

FOR [signature]

I had an appointment to go on a specific tour to have Mr. Tamm go when I am out of the building. We only got on tour of this type when we get a specific request to do so as I have been in this case many times are conducted in detail without any notification to my office at all.

CC-247

Mr. Tolson ✓
Mr. E. A. Tamm ✓
Mr. Clegg ✓
Mr. Glavin ✓
Mr. Ladd ✓
Mr. Nichols ✓
Mr. Rosen ✓
Mr. Tracy ✓
Mr. Egan ✓
Mr. Gurnea ✓
Mr. Harbo ✓
Mr. Mohr ✓
Mr. Pennington ✓
Mr. Quinn Tamm ✓
Mr. Nease ✓
Miss Gandy ✓

1-7-48

MEMORANDUM FOR MR. NICHOLS

RE: STANLEY BAITZ

In accordance with your request there is set forth the summary of events which led up to the preparation of the article on the Identification Division which appeared in last Sunday's Star.

1. Stan Baitz had previously done pictorial reviews on the National Academy and the Laboratory and expressed an interest in a feature story on the Identification Division. Accordingly, an appointment was made for him to take a tour of the Identification Division.

2. Special Agent Kemper called Assistant Director Tracy the day before the tour and advised him of Mr. Baitz's status and also the exact nature of the tour. (Agent Kemper told Mr. Tracy that he would show Baitz around the Identification Division, Agent Kemper being fully familiar with the facilities there.)

3. The next morning when Agent Kemper arrived at Mr. Tracy's office he introduced Mr. Baitz to Mr. Tracy. After a brief conversation, Mr. Tracy called in Mr. Tamm and at what appeared to be the conclusion of their conversation Agent Kemper indicated that he would take Mr. Baitz around. Mr. Tracy then indicated that perhaps Mr. Tamm could conduct the tour. Mr. Tamm said something to the effect that Mr. Kemper could probably handle it, but Mr. Tracy again indicated his desire for Mr. Tamm to take the tour.

4. Accordingly, an extensive tour was taken throughout the Identification Division and the various sections explained to Mr. Baitz. After luncheon in the cafeteria we returned to Mr. Tamm's office where the discussion was continued on a very friendly and affable basis.

5. During the course of the tour, Baitz naturally expressed the desire for pictures and Agent Kemper told him that if he gave us notice and sent over a photographer we would be only too glad to help him.

6. A few days later a photographer from the Star was taken to the Identification Division where several photographs were taken. In our previous dealings with Stan Baitz, he has been very cooperative and amenable to any suggestions. He has, however, manifested a certain phobia against what he calls "blue pencil." It should be noted, however, that on several occasions

THIS MEMORANDUM IS FOR ADMINISTRATIVE PURPOSES
TO BE DESTROYED AFTER ACTION IS TAKEN AND NOT SENT TO FILES

RECORDS SECTION

Right 11 and 2 was added to go on the tour.

Handwritten circle with "JUL" inside.

Handwritten "EUP" and "JAN 10 1948" stamp.

Handwritten "67-31222-255" stamp.

during these contacts Agent Kemper offered all possible assistance to Mr. Baitz, indicating that we would be only too glad to check his copy in the interest of accuracy. Baitz's usual reply was that he felt sure that he had all the facts correct and appeared somewhat sensitive about the matter. A few days after the pictures were taken, however, Agent Kemper called Baitz and again pointed out in a very diplomatic way that he was writing on a technical subject and that he might want us to check for accuracy. After some hemming and hawing, he procured a copy and read it over the phone. There was one very glaring error in the copy that had something to the effect that no two sets (meaning ten fingers, right and left hands) of fingerprints were alike, and Agent Kemper corrected this point by indicating to him that no two fingers were alike. Although there were a few other things in the manuscript, including the quoting of Mr. Tamm, which were somewhat objectionable, it did not appear advisable to push the matter further, in view of Baitz's sensitive attitude.

Respectfully,

M. A. Jones
M. A. Jones

(ADDENDUM; LBN:hmc; 1/9/48)

I have issued instructions to Mr. Jones that hereafter when representatives of his section are assigned to take tours of newspaper representatives that they are to conduct the tours, that in the event they desire assistance then they are to communicate with the Division head.

I do not think Mr. Kemper is at fault in this instance. I do know that several representatives of the press are extremely touchy on submitting their stories prior to publication; however, I have instructed Mr. Jones should we have any more calls from
ECK:eb Stanly Baitz that he should be referred to me and I will endeavor to personally handle him hereafter.)

*This thing was mishandled
by Tracy. Either the tour
should have been conducted
by Kemper or Tracy & not
delegated to anyone else.*

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

To: The Director

2-11-48

From: S. J. Tracy

Subject: MORRIS R. WEINER
MISCELLANEOUS - INFORMATION CONCERNING

With reference to your inquiry concerning a request from the San Juan Office for all the information in the possession of the Bureau regarding the activities of one Morris Weiner of New York City, I desire to advise as follows:

Letter of May 24, 1943 from San Juan was received in the Bureau, searched in the Records Section, given file number 32-2380, and routed to the Identification Division, where it was received on May 31.

In view of the fact the Records Section classified the letter as 32-2380, this indicated to the Identification Division that there was no record located in the Bureau concerning this man. Therefore, the Identification Division considered it solely as an identification matter, and, being unable to make an identification, sent a form letter reply to San Juan stating "It has not been possible to locate any record in the fingerprint file..."

The employee markings on the San Juan letter indicate that records which might possibly have been identical were located. A research of the Card Index Section today located a record on one Morris Kart, with alias Morris Weiner, FBI #2264058. A copy of this record is attached. This record was considered in connection with the letter; however, it was eliminated by the employee making the search in 1943. This record, which reflects the subject was born in Pittsburgh, whereas the letter of inquiry reflects St. Louis, Missouri as the birthplace, could have been furnished as a possible identification. The identity of the employee handling this inquiry cannot now be ascertained.

The San Juan Office, on receiving the letter from the Identification Division which indicated only the fingerprint files of the Identification Division had been searched, should have requested an additional search in the Records Section indices, in my opinion.

5 FEB 24 1948

Hoover's Notation..."I don't agree at all. The letter from San Juan of May 24, 1943 asked for all information re Weiner and the fact it was "fumbled" here certainly doesn't warrant SAC in field writing again. When are we ever going to work like a team pulling together instead of pulling at odds?"

H.



United States Department of Justice
Federal Bureau of Investigation

IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 15, 1948, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Mrs Margaret Tracy Address 4800 Cottage Ave
College Park, Md
Relationship wife Dated 1/16/48

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Mrs Margaret Tracy Address do
Relationship wife Dated 1/16/48

Very truly yours,

Stanley G. Tracy
Special Agent

8 FEB 19 1948

65

FEDERAL BUREAU OF INVESTIGATION

I-8

DATE 1-151948BUREAUIDENTIFICATION DIVISION

Director, 5633
 Mr. Tolson, 5744
 Mr. E. A. Tamm, 5734
 Mr. Clegg, 5256
 Mr. Glavin, 5517
 Mr. Harbo, 7641
 Mr. Ladd, 1742
 Mr. Nichols, 5640
 Mr. Rosen, 5706
 Miss Gandy, 5633
 Mr. Callahan, 5519
 Mr. H. L. Edwards, 7204
 Mr. McGuire, 5636
 Mr. Mohr, 5744
 Mr. Nease, 5633
 Chief Clerk, 5517
 Records Section, 7651
 Personnel Records, 6635
 7th Flr Mess Room, 7704
 M
 M

Mr. Tracy, 4130
 Mr. Q. Tamm, 4131
 Mr. Bromwell, 4128
 Mr. Engert, 4207
 Mr. O'Connor, 6315
 Miss Phillips, 4130
 Miss Wolfe, 4130
 Miss Monk, 4131
 Miss Bisenius, 4131
 Mr. Blase, 2208
 Mrs. Colliflower, 5206
 Mr. Creighton, 4207
 Miss Dawson, 1307
 Mr. Deiss, 6306
 Miss LoMedico, 6322
 Mrs. McNeely, 6232
 Mr. Nolan, 3314
 Mr. Robinson, 6322
 Mrs. Sisson, 6207A
 Messenger, 6139
 Tech. Serv. Desk, 4-B

Please File Special
 Please Handle
 See Me
 Please Call Me

Note and Return
 Please Distribute

I only go on such tours
 when invited - & then presume
 what is wanted is someone to answer
 questions. Hence if I am unable
 at last minute I assign someone
 else.

S. J. Tracy, Ident. Div. Bldg., Ext. 2233

-256

February 12, 1948

S.I.O.
MEMORANDUM FOR MR. TRACY

RECORDS SECTION

IDENT

I have read with considerable concern the memorandum which you prepared under date of February 11, 1948, in which you endeavored to explain the mishandling of a communication from the San Juan Office dated May 24, 1943, which requested "all information" in the Bureau's possession.

When the communication in question was received in the Identification Division it was handled as a routine inquiry for fingerprint information and was acknowledged as such. In your memorandum of February 11, 1948, you gave as the reason for not making a check of the administrative files the fact that the Records Section had given the communication in question a 32 classification. You further stated that the Records Section in classifying the letter in the 32 category indicated to the Identification Division that there was no record located in the Bureau concerning Morris Weiner, who was the subject of the communication from San Juan, and, therefore, the Identification Division considered the inquiry solely as an identification matter.

The conclusion reached by the Identification Division as stated by you is absolutely erroneous since the Records Section has never indicated in classifying general mail and giving it a file number that by so doing there is no prior record in the Records Section. It was incumbent upon the clerical employee handling the incoming communication to request a complete check of the Records Section for any prior record in order to properly handle the inquiry from the San Juan Division. Nowhere in the communication from the San Juan Division is the request made for identification information exclusively and it specifically requested all information in the possession of the Bureau. It appears very obvious that the letter in question was mishandled in the Identification Division in this instance and very definitely there is indicated a lack of sufficient supervision and training of clerical employees to handle such requests.

67-31222-257

I was particularly displeased to note the last paragraph of your memorandum of February 11 to the effect that the San Juan Office upon receiving the letter from the Identification Division which indicated only the fingerprint files had been searched, should have requested an additional search in the Records Section indices. Such an objection on your part is quibbling and I cannot help but feel that you do not sense the responsibilities that are imposed upon us here at the Bureau to properly handle communications addressed to us by the various divisional offices.

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Gandy

JPM:DW

JPM V

RECEIVED READING ROOM
FEB 12 6 07 PM '48

As I have indicated, I am very much displeased with the manner in which the San Juan letter was fumbled by the Identification Division and it is imperative that clerical employees in the Identification Division receive proper training and supervision in order that such incidents will not occur in the future. Furthermore, I want you to understand that I will not tolerate any lack of team work on the part of the various divisions at the Seat of Government since it is not possible to get our job done if we are pulling at odds instead of working as a team. Your explanation for the failure of the Identification Division to properly handle the incoming letter from San Juan in the first instance amounts to buck passing in its worst aspects. In the future when the Identification Division undertakes to handle a communication, it should do so in the first instance properly and efficiently.

Very truly yours,

John Edgar Hoover
Director

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

DATE: 11-18-48

FROM : H. L. Edwards

SUBJECT: Stanley J. Tracy
Assistant Director
Identification Division

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Carson	_____
Mr. Egan	_____
Mr. Gurnea	_____
Mr. Harbo	_____
Mr. Mohr	_____
Mr. Pennington	_____
Mr. Quinn Tamm	_____
Tele. Room	_____
Mr. Nease	_____
Miss Holmes	_____
Miss Gandy	_____

RE: UPA PROMOTION

It is noted that Mr. S. J. Tracy, Assistant Director was promoted to Grade CAF-15, \$10,305.00 per annum effective 6-1-47. He is eligible for an increase under the provisions of the Uniform Promotion Act effective 12-12-48, however, since \$10,330 is the maximum annual salary of Federal Employees the increase in this instance will amount to only \$25.00 per annum.

It is therefore, recommended that he be afforded this increase to \$10,330 per annum effective 12-12-48.

JEE:mjr

Sanford
11-24-48
Wng/bm

11 DEC 6 1948
Letter to Mr. Tracy
adv. of promotion
11-24-48
[Signature]

31222-259

61 72
[Signature]
Sum me



United States Department of Justice
Federal Bureau of Investigation

IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to November 30, 1948, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Mrs Margaret Tracy Address 4800 College Ave - College Park, Md.
Relationship wife Dated Nov 12, 1948

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Mrs Margaret Tracy Address 4800 College Ave College Park Md.
Relationship wife Dated Nov 12, 1948

10 DEC 3 1948

Very truly yours,

Stanley J. Tracy
Special Agent

U. S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

Prepared by: *Wm*Checked by: *Wm*Filed by: *Wm*Nature
of ActionMR. S. J. TRACY
MR. S. S. TRACY
PERIODIC PAY INCREASE

Date

November 24, 1948

Personnel Action Number

F. B. I. - 2646726467

Legal Authority

Effective

December 12, 1948

Position

FROM

TO

Asst. Director

Grade

GAY 15
\$10,305SAME
\$10,330

Salary

Division

and

Section

Headquarters

Div. One
Ident. Div.
D. C.

Appropriations

S & E, F.B.I.

S & E, F.B.I.

Departmental
or Field☒ Dept.Field ☐Dept. ☐Field ☐

NATURE OF POSITION

a. VICE

b. ADDITIONAL IDENTICAL

c. NEW

P. C. NO.

P. C. NO.

P. C. NO.

Date of Birth

Date of Oath

REMARKS

Prom. under the Auto. Prom. Bill, Public Law
#200 as amended 6-30-45. Prom. from GAY 14
\$9376.50 to GAY 15 \$9975 eff. 6-1-47. ASI
to \$10,305 eff. 7-11-48. Last efficiency rating -
EXCELLENT.

copy-cjh

OFFICE MEMORANDUM-----UNITED STATES GOVERNMENT

DATE: 9/1/48

To : W. R. GLAVIN

From : H. L. EDWARDS

Subject: ELECTION OF BUREAU EMPLOYEE TO BOARD OF REVIEW OF
EFFICIENCY RATINGS AND DESIGNATION OF DEPARTMENT
MEMBER OF THE BOARD OF REVIEW.

Reference is made to the Board of Review for the Department of Justice established pursuant to Section 9 of the Classification Act of 1923, As Amended, to hear efficiency rating appeals under the regulations promulgated in Chapter E-1 of the Federal Personnel Manual.

In accordance with these regulations, the Bureau has in the past designated you as the Department member of the Board of Review with Mr. Stanley J. Tracy as the alternate. The employee member of the Board of Review has been Mr. John W. Martin of the Identification Division with Mr. Godfrey P. Runaldue of the Records Section as the alternate.

Chapter E-1 of the Federal Personnel Manual also reflects that it is possible for the Bureau to forego the election usually held to select the employee members of the Board by addressing a letter to the Civil Service Commission to the attention of Mr. John A. Overholt advising that the Bureau is continuing the present incumbents in office for an additional year. All that would be required would be the posting of copies of the letter to the Commission on the bulletin boards for a period of ten days. If no objection in excess of 10% of the employees is raised to continuance of the incumbent employee members, they would be approved for an additional one-year period.

I have talked with Messrs. Tracy and Nichols and they have agreed that it would be satisfactory to continue these employees in their present capacities for an additional year since they both are in a very satisfactory status at the present time.

RECOMMENDATIONS:

It is recommended that you and Mr. Tracy be continued as the Department and alternate members respectively of the Board of Review and that the Civil Service Commission be advised accordingly.

It is also recommended that employees Martin and Runaldue be continued as the employee member and alternate respectively of the Bd. of Review of efficiency ratings and that the Civil Service Commission be advised accordingly.

If you approve, the necessary letter to the Commission is attached with appropriate copies for posting on the bullet boards for a ten day period.

Attachment: JEE:FWE

99
DEC 8 1948

ADDENDUM

9/3/48

WRG:lrd

The Executive Conference of September 2, 1948, consisting of Messrs. Ladd, Clegg, Rosen, Nease, Harbo, Quinn Tamm for Tracy, Mohr, and Glavin, approved continuing the present Board of Review of Efficiency Ratings and recommends that the attached letter go forward to the Civil Service Commission.

WRG

/s/ W. R. Glavin

ANNUAL
REPORT OF
EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR () SPECIAL ()
PROBATIONAL ()

As of 3-31-48 based on performance during period from 4-1-47 to 3-31-48

0 Tracy, Stanley J. Assistant Director, CAF-15
(Name of employee) (Title of position, service, and grade)

Federal Bureau of Investigation, U. S. Dept. of Justice, Wash. D. C.
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate — if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
---	---	--

- | | |
|---|--|
| <ul style="list-style-type: none">____ (1) Maintenance of equipment, tools, instruments.____ (2) Mechanical skill.____ (3) Skill in the application of techniques and procedures.____ (4) Presentability of work (appropriateness of arrangement and appearance of work).____ (5) Attention to broad phases of assignments.____ (6) Attention to pertinent detail.____ (7) Accuracy of operations.____ (8) Accuracy of final results.____ (9) Accuracy of judgments or decisions.____ (10) Effectiveness in presenting ideas or facts.____ (11) Industry.____ (12) Rate of progress on or completion of assignments.____ (13) Amount of acceptable work produced. (Is mark based on production records? <u>Yes</u>)____ (14) Ability to organize his work.____ (15) Effectiveness in meeting and dealing with others.____ (16) Cooperativeness.____ (17) Initiative.____ (18) Resourcefulness.____ (19) Dependability.____ (20) Physical fitness for the work. | <ul style="list-style-type: none">____ (21) Effectiveness in planning broad programs.____ (22) Effectiveness in adapting the work program to broader or related programs.____ (23) Effectiveness in devising procedures.____ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.____ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.____ (26) Effectiveness in instructing, training, and developing subordinates in the work.____ (27) Effectiveness in promoting high working morale.____ (28) Effectiveness in determining space, personnel, and equipment needs.____ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.____ (30) Effectiveness in delegating clearly defined authority to act. <p>67 31222-258</p> <p>STATE ANY OTHER ELEMENTS CONSIDERED</p> <p>____ (A) <u>58</u></p> <p>____ (B) <u>4 JUN 17 1948</u></p> <p>____ (C) <u>3</u></p> |
|---|--|

STANDARD Deviations must be explained on reverse side of this form		Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated.	Excellent	Rating official <u>EXCELLENT</u>
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.	Very Good	Reviewing official _____
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.	Good	
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.	Fair	
Minus marks on at least half of the underlined elements.	Unsatisfactory	

Rated by Clyde A. Tolson Associate Director 3-31-48
(Signature of rating official) (Title) (Date)

Reviewed by _____
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating)

copy-cjh

September 2, 1948

Civil Service Commission
Washington, D. C.

Attention: Mr. John A. Overholt

Gentlemen:

In accordance with Section 9 of the Classification Act of 1923, As Amended, concerning the designation and election of Department and employee members respectively to the Board of Review to hear efficiency rating appeals, you are advised that Mr. W. R. Glavin, the present Department member incumbent, and Mr. Stanley J. Tracy, the alternate, are being continued in their present capacities for an additional year.

It is also desired to advise you that in accordance with the provisions as promulgated in Chapter E-1 of the Federal Personnel Manual, this Bureau is foregoing the yearly election of the employee members to the Board of Review of efficiency ratings and is continuing the present incumbents in office for the present fiscal year. The present incumbent is Mr. John W. Martin and the alternate is Mr. Godfrey P. Rinaldo.

In accordance with the Commission's regulations, copies of this letter are being posted on the various bulletin boards for the attention of the employees in the event they have any objection to the present incumbents continuing in office for an additional year in order that they may make their objection to your office before the expiration of the prescribed ten-day period.

It is desired that the Bureau be advised of your approval of the foregoing.

Very truly yours,

/s/ John Edgar Hoover

John Edgar Hoover

75 DEC 1 1948
64

JEE:FWE

Copies of this letter were prepared for the Assistant Directors

two

United States Civil Service Commission

Washington 25, D. C.

September 21, 1948

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
U. S. Department of Justice
Washington 25, D. C.

Dear Mr. Hoover:

We have your letter of September 2, 1948, requesting that the election for employee member and alternate member of the Federal Bureau of Investigation Efficiency Rating Board of Review be postponed.

Since no objections have reached the Commission regarding the postponement of the election, your proposal is approved.

It is noted that the following employees will continue to serve in the capacities indicated for an additional year:

Mr. W. R. Glavin	Department Member
Mr. <u>Stanley J. Tracy</u>	Alternate Department Member

The records of the Commission have been noted accordingly.

Very truly yours

15 DEC 1 1948

Efficiency Ratings
Administration Section
Personnel Classification Division

copy am

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

COMMUNICATIONS SECTION

MAY 14, 1948

WESTERN UNION

CHECKED TO:

Mr. Tolson
Mr. Nichols
Mr. Tracy

WU 7 IL PD

WUX TEL WESTLOSANGELES CALIF MAY 14 1948 1120A

JOHN EDGAR HOOVER

FEDERAL BUREAU OF INVESTIGATION

MAY I TAKE THIS OPPORTUNITY OF EXTENDING THROUGH YOU MY
HEARTFELT APPRECIATION AND GRATITUDE TO THE COUNTLESS MEN
AND WOMEN OF YOUR ORGANIZATION, WHO CONTRIBUTED THEIR TIME,
WORK AND EXPERIENCE IN HELPING ME PRODUCE "THE STREET WITH
NO NAME" STOP I WANT TO PARTICULARLY SINGLE OUT OUR MUTUAL
FRIEND NICK, WITHOUT WHOSE COOPERATION, GUIDANCE AND EFFORTS
THIS FILM COULD NOT HAVE BEEN MADE STOP. BESIDES PROVIDING ME
WITH WISE COUNSEL, I AM INDEBTED TO HIM FOR IMBUING ME WITH
THE SPIRIT THAT HAS MADE THE FBI THE VITAL, DISINFECTED AND
HONORABLE ORGANIZATION THAT IT IS AND FOR PERMITTING ME TO
SHARE A PORTION OF THE ENORMOUS SENSE OF LOYALTY HE HAS TO
YOU AND TO THE BUREAU ITSELF STOP. MAY I ALSO EXTEND THROUGH
YOU MY THANKS TO STANLEY TRACY, LEO GAUTHIER, ED MASON AND
SCOTT WEINER FOR THEIR INVALUABLE ASSISTANCE STOP. WITH BEST
WISHES

SAMUEL G. ENGEL

300P..

✓
11 MAY 28 1948

November 24, 1948

Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

I am indeed pleased to advise you that under the provisions of the Uniform Promotion Act your salary is being increased from \$10,305 per annum to \$10,330 per annum in Grade CAF 15, effective December 12, 1948, this being as you know the maximum salary permissible in the grade.

Sincerely yours,

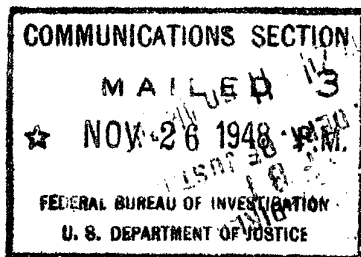
J. Edgar Hoover

11 DEC 6 1948

31222-260

64 72

CC:Mr. J. E. Edwards
Movement



Mr. Tolson _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Gandy _____

JW:sls

NOV 24 11 23 AM '48
RECEIVED FBI
FBI
U. S. DEPT OF JUSTICE

September 9, 1949

0
Mr. Stanley J. Tracy
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Sir:

As you are aware, the Bureau found it necessary to return employee Otis L. Vandevier to his former position in the Identification Division, as the result of his inability to meet the requirements in Special Agent Training School. The Training and Inspection Division reached the conclusion that he was definitely not Agent material, and among the factors in support of this were their observations that his appearance was no better than average, and his personality inadequate for a Special Agent's responsibilities. Inasmuch as it is noted you interviewed Mr. Vandevier and favorably recommended him for the Special Agent's position, the Bureau feels it desirable to call your attention to the variance between your appraisal of this employee and the comments of the Training and Inspection Division, in order that such deficiencies as existed in this case will be detected in the future.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

HLE: pam

0 OCT 7 1949

SEP 20 1949
U.S. DEPT. OF JUSTICE
3122-262

COMMUNICATIONS SECTION
SEP 10 1949
V

Handwritten signature/initials

Handwritten signature/initials

Mr. Peyton Ford, The Assistant
To the Attorney General
Director, FBI

August 30, 1949

0
GENERAL

Pursuant to your telephonic request of Mr. Ladd of
this Bureau, I am attaching hereto ~~a list of the officials of~~
~~the FBI~~ with a brief statement of the functions of the section
over which they have jurisdiction.

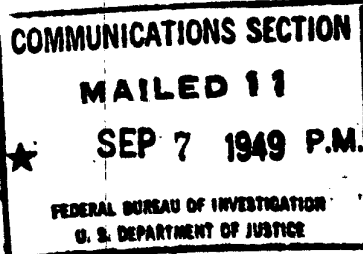
Enc. 1
Attachment

INDEXED - 21

65-0-6834

NPQ: tgh

Mr. Tolson
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Gandy



August 30, 1949

JOHN EDGAR HOOVER
Director
FEDERAL BUREAU OF INVESTIGATION

XXXX

Clyde A. ~~X~~Tolson
Associate Director
FBI

Assists the Director in the overall operations of the Federal Bureau of Investigation.

XXXX

D. Milton ~~X~~Ladd
Assistant to the Director

Coordinates the activities of the investigative units at the Seat of Government and throughout the Field.

XXXX

Hugh H. ~~X~~Clegg
Assistant Director
In Charge Of
Training and Inspection Division

Responsible for training activities in connection with new Agent appointees and overall supervision of in-service training, both in Washington, D. C., and throughout the Field. He is further responsible for the inspection staff of the FBI which makes periodic inspections of its divisions at the Seat of Government and its fifty-one divisional offices to determine that they are functioning efficiently and in accordance with the Bureau's regulations. Also supervises training program of National Academy attended by representatives of local law enforcement agencies.

XXXX

W. Richard ~~X~~Glavin
Assistant Director
In Charge Of
Administrative Division

Mr. Tolson _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Gandy _____

Responsible for the preparation of the annual budget estimate; for the recruitment, classification, and placement of personnel; and other general administrative activities such as purchases of supplies and equipment, space management, duplicating plant, et cetera.

XXXX

ENCLOSURE

Rolf T. Harbo
Assistant Director
In Charge Of
FBI Laboratory

The FBI Laboratory facilities are available not only to afford assistance to the FBI in connection with its investigative activities but, as well, the Laboratory makes its services and experts available for testimony to other Federal and local law enforcement agencies.

Louis B. Nichols
Assistant Director
In Charge Of
Records and Communications Division

This Division is responsible for the maintenance of the Bureau's communications system and is also custodian of the Bureau's investigative, personnel, and administrative records.

Alex Rosen
Assistant Director
In Charge Of
General Criminal Investigative Division

This Division has jurisdiction over such Federal criminal matters as the Antitrust Laws, Bank Robbery, Bankruptcy, Bribery, Civil Rights, Election Frauds, Extortion, Kidnaping, Frauds Against the Government, Federal Reserve Act, Illegal Wearing of the Uniform, Impersonation, National Motor Vehicle Theft Act, Thefts from Interstate Shipment, Selective Service Act, and other Federal Statutes.

cc

Stanley J. Tracy
Assistant Director
In Charge Of
Identification Division

This Division is responsible for the maintenance and servicing of fingerprint records, both criminal and non-criminal, received from law enforcement agencies throughout the United States and various foreign countries.

Mr. Tolson _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Gandy _____



United States Department of Justice
Federal Bureau of Investigation

45

IN REPLY, PLEASE REFER TO

FILE NO. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 31, 1949, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Margaret Tracy Address 4800 College
Relationship Wife Dated Aug 1, 1949

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Susan Tracy Address 4800 College
Relationship Mother Dated College Park Md 5-15-49

Very truly yours,

Stanley Tracy
Special Agent

AUG 5 1949

ANNUAL REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL: REGULAR () SPECIAL ()
PROBATIONAL ()

As of 3-31-49 based on performance during period from 4-1-48 to 3-31-49

Tracy, Stanley J.
(Name of employee)

Assistant Director, CAF-15
(Title of position, service, and grade)

Federal Bureau of Investigation, U. S. Dept. of Justice, Washington, D. C.
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
	2. Underline the elements which are especially important in the position.	
	3. Rate only on elements pertinent to the position.	
	a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	

- ___ (1) Maintenance of equipment, tools, instruments.
- ___ (2) Mechanical skill.
- ___ (3) Skill in the application of techniques and procedures.
- ___ (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ___ (5) Attention to broad phases of assignments.
- ___ (6) Attention to pertinent detail.
- ___ (7) Accuracy of operations.
- ___ (8) Accuracy of final results.
- ___ (9) Accuracy of judgments or decisions.
- ___ (10) Effectiveness in presenting ideas or facts.
- ___ (11) Industry.
- ___ (12) Rate of progress on or completion of assignments.
- ___ (13) Amount of acceptable work produced. (Is mark based on production records?)
(Yes or no)
- ___ (14) Ability to organize his work.
- ___ (15) Effectiveness in meeting and dealing with others.
- ___ (16) Cooperativeness.
- ___ (17) Initiative.
- ___ (18) Resourcefulness.
- ___ (19) Dependability.
- ___ (20) Physical fitness for the work.

- ___ (21) Effectiveness in planning broad programs.
- ___ (22) Effectiveness in adapting the work program to broader or related programs.
- ___ (23) Effectiveness in devising procedures.
- ___ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- ___ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- ___ (26) Effectiveness in instructing, training, and developing subordinates in the work.
- ___ (27) Effectiveness in promoting high working morale.
- ___ (28) Effectiveness in determining space, personnel, and equipment needs.
- ___ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- ___ (30) Ability to make decisions.
- ___ Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- ___ (A) 31222-261
- ___ (B) 326
- ___ (C) 5 JUL 22 1949

STANDARD Deviations must be explained on reverse side of this form		Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated.	Excellent	Rating official <u>EXCELLENT</u> Reviewing official <u> </u>
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.	Very Good	
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.	Good	
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.	Fair	
Minus marks on at least half of the underlined elements.	Unsatisfactory	

Rated by Clyde A. Tolson Associate Director 3-31-49 (Date)
(Signature of rating official) Clyde A. Tolson Assistant Director
Reviewed by W. R. [Signature] Federal Bureau of Investigation 6-30-49 (Date)
(Signature of reviewing official)
Rating approved by efficiency rating committee (Date) Report to employee (Adjective rating)

Washington Athletes Of Yesteryear In FBI

Mr. Tolson ☒
Mr. E. A. Tamm ☒
Mr. Clegg ☒
Mr. Glavin ☒
Mr. Ladd ☒
Mr. Nichols ☒
Mr. Rosen ☒
Mr. Tracy ☒
Mr. Carson ☒
Mr. Egan ☒
Mr. Gurnea ☒
Mr. Harbo ☒
Mr. Hendon ☒
Mr. Jones ☒
Mr. Pennington ☒
Mr. Quinn Tamm ☒
Mr. Nease ☒
Miss Gandy ☒

THE BLOND, ruddy-faced man finished his lecture and sat back in his office to relax between classes.

As special agent in charge of the FBI Academy at Quantico, Dick Newby is continually on the go. However, he can strain a point and find time to talk about Washington athletes of yesteryear, a number of whom he meets from time to time in his G-man retraining classes.

As susceptible as any one else to the paunchiness of middle age and the slowing of reflexes, the FBI men fare better than most, probably because the job requires the maintenance of certain physical standards.

Mr. Newby himself shows barely any thickening of midriff, although it was 29 years ago that he was a five-sport man at Central High School, one of the greatest all-around athletes local high schools ever produced. He was a member of the track and swimming teams and played football, baseball and basketball. He won South Atlantic fancy diving championships, was all-high halfback and won the District high school shotput event.

At Princeton he played football in 1921, '22 and '23, was a member of the swimming team and captained the water polo team, being selected on the all-America team in 1924. One football incident of his Princeton days stands out in his memory:

"We were playing the Naval Academy in Annapolis in 1921, and a lot of my friends had come over from Washington to see the game. The game wasn't more than three plays

By STANLEY BAITZ

old when I was put out for slugging Swede Larson of Navy—and I was completely innocent. If I was going to slug somebody I wouldn't pick on a guy that big. To make it worse, the referee led me off the field on the Navy side and left me—in front of the Navy bench."

Dick's brother Bob, who was almost as great an athlete at Central, and later at George Washington University, also is a G-man. Of approximately the same vintage is Guy Hottel, special agent in charge of the Washington area, who played guard on G. W.'s "iron-man" teams of 1922, '23 and '24.

"They were called iron-man teams because we had only 11 or 12 players on the entire squad," he recalls. "I played 75 consecutive quarters—more than 18 games—without even being taken out."

Hottel had one of his best days in 1923, when he threw the famed Frank Goettge, fullback of the Quantico Marines, for three successive losses.

Although his hair is gray now, G-Man Walter Morris looks as though he could still cavort around a baseball infield, as he used to do with Georgetown University in 1929, '30 and '31, and later with minor league pro and local sandlot teams.

Basket ball also was his sport. He played at St. John's College High School and later captained the Georgetown team. One of his teammates at St. John's was Jim (Tubba) Farrell, now a G-man. Among his basket ball contemporaries at Georgetown were

Maurice McCarthy, Freddy Mesmer, Paul Dillon, Harold Meenan and Johnny Dunn. The latter also is a G-man.

Mr. Morris probably gets his greatest thrill when he recalls how, at the age of 12, he used to shag flies in pregame practice at Griffith Stadium—flies fungoed by his neighbor and friend, Walter Johnson. He became mascot of the Nationals in 1924, the year they won the pennant and the World Series.

G-Man Courtney Hayden played guard on the championship 1927 Eastern High School football team. Later, at Maryland University, he played on the great 1931 team which lost only to Vanderbilt. On that team were Bozie Berger, Shorty Chalmers, Ray Poppleman, Charlie May, Bill (Smoky) Woods and Jack Norris. The last three are now with the FBI.

Milton Singman, who played basket ball at the old Business High School and much sandlot baseball, has been with the FBI for 16 years. His brother Lester, formerly a G-man, was a teammate, as were Fred Finley and Bernie Jones, who also are FBI men.

Stanley J. Tracy, an assistant director of the FBI, was a distance runner on the 1924 track team at G. W. Other once well-known local athletes now with the FBI include Tommy Webb, Maryland, football and golf; Willis Benner, Maryland and McKinley High School, football; Willis Fisher, Eastern High, baseball; Forrest Burgess, Central High, basket ball; Billy Dettweiler, Georgetown, golf, and Ray Davidson, Maryland, baseball.

MAR 1949

WASHINGTON STAR

Page 2 Magazine Section

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: 2/18/49

FROM : S. J. TracySUBJECT: RICHARD J. CICIHERGA
Identification Division Employee

With reference to the Director's request for an explanation as to the delay in recommending administrative action against the above-named employee, I desire to advise as follows:

The employee was talked to on his return to duty Tuesday, February 1, and the matter referred to me February 2. I turned it over to Personnel Assistant O'Connor to investigate and interview the employee, in view of the fact the employee is a veteran. This was completed on Friday, February 4 (Night Force). Mr. O'Connor dictated his memorandum on February 7 and it was transcribed February 8.

On receiving Mr. O'Connor's memorandum of February 8, I carefully reviewed the employee's file and discussed his entire record with the employee Friday, February 11, dictating and transcribing the addendum Monday morning, the 14th. These recommendations were received by the Personnel Unit in the Justice Building at 1:30 p.m. Monday, February 14.

I was concerned in this particular case because this employee's record from the time of his entry on duty had been above average, and ten separate monthly reports submitted by seven different supervisory employees commented on the good work of the employee and his good attitude. The last monthly report, for December, was the first report to show any change in his attitude or work. Inasmuch as he is a veteran, I wanted to be very sure that the record was perfectly clear in connection with any recommendations made.

I regret sincerely the delay in getting this case to the Bureau, and will see to it that no such delay occurs again.

SJT:smr

11 MAR 14 1949

OFFICE MEMORANDUM UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: February 21, 1949

FROM : W. R. GLAVIN

SUBJECT : RICHARD J. CICIEREGA
Identification Division Employee
Failure to report for work 1/31/49

S. J. Tracy

With reference to the director's inquiry as to the reason for the delay in acting upon the above matter, Mr. Tracy has submitted the attached memorandum. The following is a summarization of the matter.

Upon Cicierega's reporting for duty on Tuesday, February 1, he was interviewed regarding his absence and the matter referred to Mr. Tracy on February 2, 1949. He referred the problem to the Personnel Counselor, Joseph M. O'Connor for investigation and interview in view of the fact that Cicierega is a veteran. This was completed on Friday, February 4, 1949 and Mr. O'Connor dictated his memorandum on February 7, and it was transcribed on February 8, 1949.

On receiving Mr. O'Connor's memorandum of February 8, 1949 Mr. Tracy carefully reviewed the employee's personnel file and discussed his entire record with him on Friday, February 11, dictating an addendum Monday morning, February 14, 1949, which was transcribed the same day.

The memorandum containing the recommendation of Mr. Tracy and Mr. O'Connor was received in the Personnel Unit in the Justice Building at 1:30 p.m. on February 14, 1949. The Memorandum recommending administrative act on was dictated on February 15, and transcribed February 16, 1949.

JIC:jc

Hoover's Notation:

This is a Classic of procrastination and red tape in the Ident. Division. It should have been handled in maximum of one day in Ident. Instead it took two weeks. I want corrective steps taken to put an end to such cumbersome procedure.

H.

3 MAR 17 1949

1

December 9, 1948

U.S. J. TRACY
MEMORANDUM FOR MR. TRACY

Re: Delay in Handling Correspondence
Identification Division

I have read the memorandum which was submitted today by Mr. O'Connor to you endeavoring to explain the delay in acknowledging a communication from Mr. David Ennis, Chief of County Detectives, Norristown, Pennsylvania.

I consider the explanation to tally unsatisfactory and it is imperative that you give immediate attention to correcting such situations in your Division. The letter in question was received in the Identification Division on November 23 at 9:02 a. m. and according to the explanation furnished was routed through the Identification Division for routine handling by clerical employees. From the routing slips attached, it would appear that the clerical supervisor called the letter to the attention of a Special Agent Supervisor on December 3 and he issued instructions that the letter should be immediately transmitted to the Investigative Division for action and acknowledgment. The letter was not actually acknowledged until December 7, 1948 by the Crime Records Section.

As I have indicated, I am very much concerned with respect to the handling of correspondence in the Identification Division and I desire that you give this matter your immediate attention. Incoming correspondence should most certainly be reviewed by a Special Agent Supervisor in order that it can be evaluated and those matters requiring immediate attention can be properly referred instead of being sent through for processing first on a routine basis and then later determining that it should have been given preferred attention at the very beginning. I will not tolerate such a situation continuing and I desire that you advise me what steps you have taken to correct this situation.

Very truly yours,

John Edgar Hoover
Director

11 FEB 15 1949

OFFICE MEMORANDUM UNITED STATES GOVERNMENT

To : MR. TRACY

S. J. TRACY

Date: December 9, 1948

From : J. M. O'CONNOR

Subject: DELAY IN ANSWERING LETTER
FROM MR. DAVID ENNIS
NORRISTOWN, PENNSYLVANIA

A letter dated November 20, 1948, was received from Mr. David Ennis, Chief of County Detectives, Norristown, Pennsylvania. It was received in the Identification Division on November 23, 1948, and was referred to the Investigative Division for answer on December 3, 1948. Mr. Mohr, by routing slip, asked for an explanation as to why it took from November 23, to December 3, to refer for action.

This letter was cancellation of a wanted notice. Generally, cancellations are not acknowledged and are routed through the Identification Division routinely in order to have the wanted notice removed from our files. This letter was treated accordingly. During its progress through this Division the supervisor noted that this letter dealt with a train wreck and in particular contained best wishes to the Director for his complete recovery. It was taken out of the category of nonanswer immediately and referred to the Justice Building for action.

JMO:mp

11 FEB 15 1949
7

Mr. Tolson	✓
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Mr. Pennington	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

. December 22, 1948

Dear Mr. Hoover,

I do want to express my appreciation for your recent letter advising me of my increase in salary to the top of the grade.

I want to assure you I will continue to put forth every effort to justify my continued assignment. It is a great source of personal satisfaction to me to have had the privilege to be associated with you in this Bureau.

With the Season's best greetings,

Sincerely,

Stanley Tracy
(Stanley Tracy)

~~DEFERRED RECORDING~~

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RECEIVED - DIRECTOR
F B I
RECEIVED - DIRECTOR

115 JAN 14 1949

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JAN

Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

FROM : Mr. S. J. Tracy

SUBJECT: OTIS L. VANDEVIER
SPECIAL AGENT APPLICANT

DATE: September 22, 1949

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Hendon _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Miss Gandy _____

With reference to the failure of this applicant, an employee of the Identification Division, to make satisfactory progress in the New Agents Training Class, the Training and Inspection Division observed:

(1) "his appearance was no better than average," and (2) "his personality inadequate for a Special Agent's responsibilities."

I interviewed this employee on June 8, 1949, and pointed out:

(1) "He makes an average personal appearance, has an average personality," and (2) that he is "very serious minded and hard working....., is somewhat reserved and inclined to be quiet."

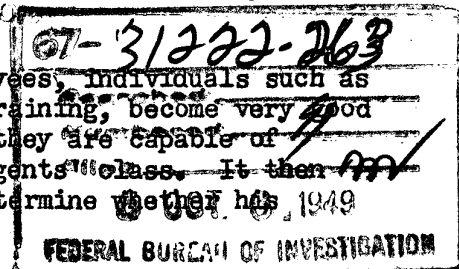
This was a borderline case. I could not find sufficient to patently disqualify him, nor could I see in my appraisal of him anything to indicate he would be outstanding. I therefore did not state that I felt he would be a successful Special Agent. On the contrary, I pointed out in my memorandum that I felt "he will put forth every effort to be successful as an Agent." I further qualified my recommendation by placing it upon the basis that "I believe he should be given the opportunity to demonstrate his ability to successfully function as an Agent."

From time to time we have among our employees, individuals such as Vandevier who, if they are able to assimilate the training, become very good Special Agents. The only way to determine whether they are capable of assimilating is to give them an opportunity in an Agents' class. It then becomes the responsibility of the instructors to determine whether his mentality is such that he can absorb the training.

I feel that my appraisal of Vandevier was quite accurate and not at variance with the Training Division's appraisal. I could not tell whether he could absorb the training, therefore, I made the limited recommendation that he be given the chance to demonstrate his ability. He was given that chance, and after several weeks, the Training Division, according to the Director's letter of September 9, 1949, reached the conclusion that he was not Agent material.

I try to be very careful in appraising applicants for the position of Special Agent and will continue to give careful consideration to such applicants in the future.

SJT:edm



Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

FROM : H. L. EDWARDS *HLV*

SUBJECT: RANDALL J. GETHING
L. OTIS VANDEVIER
Former Special Agent Trainees

DATE: 9/23/49

Tolson ☒

Ladd ☒

Nichols ☒

Rosen ☒

Tracy ☒

Harbo ☒

Belmont ☒

Mohr ☒

Nease ☒

Quinn ☒

Nease ☒

Gandy ☒

The Director has inquired on the attached routing slip as to the whereabouts of the explanations of the officials who recommended "the misfits in the current New Agents' School", stating, "I want to nail down the responsibility, as something is radically wrong somewhere." 051

67-415239-41

This refers to the two captioned former Agent trainees whose resignations were requested from Training School at the close of business 9/6/49, because of their failure to develop and the fact that they did not appear to be adequate Agent material. One of the trainees, Randall J. Gething, had been a clerical employee in the Records Section, and although approved for reassignment there, declined to return; the other trainee, L. Otis Vandevier, had been employed in the Identification Division and returned to his former assignment there after failing the Agents' Class.

Memoranda of explanation for having favorably recommended these two trainees have been secured from Mr. Nichols, Mr. Tracy, and Special Agent Supervisor W. E. Clark. For the Director's additional information, a letter was sent to Mr. Nichols under date of 9/12/49, calling his attention to the variance between the favorable appraisal of applicant Gething by the Records Section, as contrasted with the unfavorable observations of the Training and Inspection Division. Similar letters were sent to Messrs. Tracy and Clark under date of 9/9/49 for their responsibility in connection with applicant Vandevier.

Memoranda of explanation are as follows:

Mr. Nichols in his memorandum reviews the consistently favorable record of applicant Gething as a clerk in the Records Section and a tour leader, and states that there was nothing in his work record which would have indicated a lack of ability to get along. There appears to be no criticism regarding Gething's personality or appearance. Mr. Nichols concludes that it now appears

MEMO FOR MR. GLAVIN - (Cont'd)

that Gething did not have a sufficient educational foundation which would enable him to assimilate the Agent's training and regrets that he failed in the Training School. He states that the Records and Communications Division will endeavor to be more discerning in the future.

Mr. Tracy in his memorandum regarding Vandevier states that Vandevier was a borderline case and he could not find sufficient to patently disqualify him, nor could he observe anything to indicate that he would be outstanding. Mr. Tracy recommended in his memorandum on the applicant that he believed he would put forth every effort to be successful as an Agent, and believed he should be given the opportunity to demonstrate his ability to successfully function as an Agent. Mr. Tracy states that his observations show that there have been numerous employees such as Vandevier who become very good Agents if they are able to assimilate the training, and the only way to determine whether they are capable of doing such is to give them an opportunity in an Agents' Class, and it then becomes the responsibility of the instructors to determine whether the applicant's mentality is such that he can absorb the training. He states that it appears that Vandevier could not successfully absorb the training and was consequently eliminated from Training School. He concludes that he tries to be very careful in appraising applicants for the position of Special Agent, and will continue to give careful consideration to such applicants in the future.

Mr. Clark in his memorandum regarding Vandevier states that although he does not recall the interview very clearly at this date, he feels that overall, Mr. Vandevier appeared to him to possess sufficient qualifications and potentialities for developing into a desirable Agent, and consequently, he made a favorable recommendation. Mr. Clark points out that a review of Vandevier's file prior to the interview reflected that his previous record in Ident had been satisfactory, that he was a veteran of World War #II, that his wife was also employed in Ident, and these factors, while they favored his cause, could not be and were not considered as in any way making a favorable recommendation mandatory. Mr. Clark states that he has always felt that the basis for a favorable recommendation must be found in the applicant's personal qualifications and potentialities for developing as an Agent. He concludes that it is a source of keen regret to him that his appraisal of Vandevier was not borne out by subsequent events.

MEMO FOR MR. GLAVIN - (Cont'd)

In addition to Trainees Gething and Vandevier, eight other Special Agent Trainees have to date been eliminated from Special Agent Training Classes, Numbers 4 and 5, which entered on duty 7/11/49 and 7/25/49. Their names are:

J. LARNER ~~X~~ CONIFF
JAMES P. ~~X~~ HORTON
MICHAEL J. ~~X~~ HARKIN
ARTHUR ~~X~~ RAMO
JAMES T. ~~X~~ SMITH
FREDERICK HOLMES ~~X~~ SMITH
DAVID R. ~~X~~ SLYTHE
BILLIE ~~X~~ TURNER

Of this group, Arthur Ramo failed to qualify in firearms and did not appear to have sufficient personal qualifications, as the result of which a letter of censure was directed to ASAC Milton Kaack of Newark, who had favorably recommended him; James T. Smith was considered to be lacking in personal qualifications, and a letter was sent to ASAC Van Pelt at San Francisco, who favorably recommended him; J. Larner Coniff, was released because of difficulties he got into, in connection with an arrest by the Metropolitan Police Department and intoxication. The other trainees either failed to qualify in firearms or failed the Manual examinations, and their personal qualifications were not the subject of derogatory comment.

hLE:pam
Attachments

✓ J.H. Edwards
J.H. Edwards
obviously the recommending
officials just didn't realize
we want outstanding material
not just the average or below
average type.

October 7, 1949

0
Mr. Stanley J. Tracy
Assistant Director
Federal Bureau of Investigation
Identification Building
2nd and D Streets, S. W.
Washington, D. C.

Dear Mr. Tracy:

The recently completed Retraining Session of the FBI National Academy Associates was so successfully handled that I wanted to take this opportunity to drop you a little note of commendation for the splendid contribution which you made. I am always gratified to be able to write you in this manner because it signifies that you have aided considerably in some of the vital aspects of the work of this Bureau. Please be assured of my deep appreciation.

Sincerely yours,

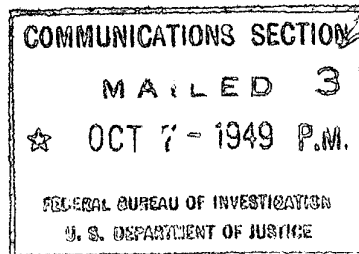
J. Edgar Hoover

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KRM:DMG

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Tracy _____
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Mohr _____
Tele. Room _____
Nease _____
Gandy _____



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Oct 7 10 47 AM '49

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OFFICE MEMORANDUM-UNITED STATES GOVERNMENT

Oct. 24-1949.

To: MR. TOLSON
From: Mr. S. J. Tracy
Subject: ARTICLE BY BERNARD DeVOTO
"DUE NOTICE TO THE FBI" IN
THE OCTOBER, 1949, ISSUE OF
HARPER'S MAGAZINE

PX

On October 21, 1949, I wrote a letter to Mr. Jay Hughes of Harper's Magazine, a copy of which is attached. The letter is self-explanatory.

1 Enc.
Attachment

SJT:edm

10 MAY 7 1950

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61-255-4-8-44

COPY BK

Oct. 21-1949

Mr. Jay Hughes
Harper's Magazine
932 Broadway
New York 10, New York

px

Dear Mr. Hughes:

I have received your letter and reply post card urging that I subscribe to Harper's Magazine.

Harper's has been a frequent traveling companion of mine for many years, and I have thoroughly enjoyed many of its articles.

As one, however, who has followed Mr. Bernard DeVoto's career with interest in the years that have passed since we lived on the same street and in the same block in Ogden, Utah, I find it most difficult to believe that he knowingly descended to the level of the article "Due Notice to the FBI" in the current October issue.

Needless to say, it is equally difficult to understand the untenable position of Harper's in the "Personal and Otherwise" column on the same subject in the same issue.

As a citizen I am as zealous as Mr. DeVoto or Harper's Magazine in praying that someday a method will be found to stamp (using Mr. DeVoto's terminology) "gossip, rumor, slander, backbiting, malice and drunken invention" out of the human soul.

As an Assistant Director of the FBI, I am very sorry that Mr. DeVoto did not stamp these same vicious human failings out of his article. His avowed decision to stop it after he wrote the article is most commendable although the method he chose seems to lack mature consideration.

Thank you very much for your invitation to subscribe, but I believe I would rather continue to buy Harper's from the newsstands whenever I note articles by authors in whom I have confidence.

Sincerely yours,

Stanley J. Tracy

Enclosure: Letter and return post
card from Harper's

4800 College Avenue
College Park, Maryland

SJT;edm

94-3-4-55-19

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: October 17, 1949

FROM : L. B. Nichols

SUBJECT: Edward C. Kemper, Jr.
Special Agent
EOD 8-25-41
Crime Records Section
CAF-13 \$7432.20

CRIME RECORDS

Mr. Tolson
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Holmes
Miss Gandy

L. B. NICHOLS

Mr. Kemper, who has been assigned in the Crime Records Section since September 5, 1946, has a primary responsibility for the preparation of the Law Enforcement Bulletin. In this assignment he has turned in an outstanding performance in improving not only the quality but the content of the Bulletin. The credible thing is that he does this more or less on the side and does not give his full time by any stretch of the imagination to the Bulletin.

He has received Excellent ratings for the past several years. He also does an excellent job on handling special tours, speaking engagements and has handled several writers in a credible manner. On November 12, 1947 he was advised he had been recommended for superior accomplishment award in view of the outstanding manner in which he performed his duties over a period of time. On that occasion he was jumped one step within a grade in salary.

In February of 1948, I pointed out in a memorandum that Kemper should be considered on a long range basis for SAC. He is willing and industrious and puts in long hours. Thus on August 24, a memorandum was prepared for my signature which recommended that he be reallocated to CAF 13. At that time I made a notation that Kemper "is outstanding and is always looking for ways to help out."

So far as the Bulletin is concerned, aside from the reprinting of the article from the St. Louis Globe Democrat in the September 1949 issue of the Bulletin wherein the form containing the word "Jewish" has been picked up and given considerable unfavorable publicity to the Bureau, Kemper is guilty of only one other error. In the June 1948 issue of the Law Enforcement Bulletin, the Chief of Police at Brattleboro, Vermont, was referred to as Joseph S. Holliday where in fact it should have been Ralph Holliday. The cover letter from Albany used the word "Joseph." Mr. Kemper was censured for this under date of June 12, 1948.

With reference to the story appearing in the New York Compass. The story on the St. Louis Police Department originally appeared in the rotogravure section of the St. Louis Globe Democrat for April 24,

LBNFdmh

3fic

Memorandum for Mr. Tolson

October 17, 1949

1949, referring to a rather unique method in the handling of a rogues gallery. The St. Louis Office by letter was requested to secure the original photograph which it did do. Mr. Kemper reviewed the story as it appeared in the St. Louis Globe Democrat as well as the pictures and since the pictures carried two names at the top of the IBM card and another general appearance form, in order to avoid any criticism, these names were scratched out. Since these forms had been published in St. Louis in a newspaper of wide circulation and in view of the fact that we were reprinting the story in the Law Enforcement Bulletin, a publication of restricted circulation, Mr. Kemper did not feel that the material which now appears to be objectionable should have been deleted.

In questioning Mr. Kemper, he tells me he recalled the difficulty in connection with the Identification Order but regarded that as something issued to the public and given a wide spread publication and on the other hand this had been published, was a form of the St. Louis Police Department and the Bulletin specifically carried the notation the article was being reprinted. He accordingly thought that there would be no objection. Mr. Kemper tells me he honestly can not say that he questioned the use of the word "Jewish," or that it made any impression on him. It did not register with him or otherwise Mr. Kemper would have brought it to my attention. I do know in days gone by Mr. Kemper has come to me on numerous occasions with questions. In this connection, I have considered Mr. Kemper a very conscientious, loyal and industrious individual.

After the material was prepared, it was reviewed by *Let's to Mr. Nichols,* Mr. Jones and the particular copy was reviewed on two occasions, *McGuire Jones,* the first by Messrs. *Tracy, Noble for Clegg, Parsons for Harbo, Kemper + Meach,* McCabe for Rosen, *Fletcher, Ladd and McGuire for me.* The material *10/20/49* was resubmitted in the galley proof form and the illustration in question was carried as a blueprint. This was approved by Messrs. *PC* Parsons for Harbo, McCabe for Rosen, Boswell for Clegg, Winterrowd for Ladd, Fletcher, Meach for Leonard, Mr. Tracy and myself.

CONCLUSION AND RECOMMENDATION

1. Kemper was initially responsible for detecting something that would be objectionable. If it slipped him Mr. Jones is responsible. In the final analysis I should be personally held accountable for this as I have had more experience and certainly I should have sensed the connotation. Actually I glossed over the matter which makes it more inexcusable as far as I am concerned. A separate memorandum is being submitted on Mr. Jones.

*This proves the review
approvals are purely perfunctory
& mean nothing.
H. J.*

Memorandum for Mr. Tolson

October 17, 1949

2. It is recommended that Mr. Kemper be reallocated to CAF 13 on ~~October 24, 1949~~. A memo from the Chief Clerk's Office summarizes this recommendation and is dated October 6, 1949. An official notification was sent through under date of October 13, 1949. I now recommend this reallocation be cancelled and withdrawn. I should have previously recommended this course of action as the New York Compass came out on September 22, 1949. I knew, of course, of Kemper's participation in the preparation of the article and there is no explanation for not having recommended the cancellation of the Grade 13 at an earlier date. — *nick made a gross mistake here.*

I agree 10718

3. Aside from the two errors above mentioned, Kemper has been a distinct addition to the Crime Records Section. It would be a distinct loss for him to leave the section. He is the type of man who takes matters such as this very seriously. My feeling is he would buckle down and be an even greater asset to us in the future. He has two children and has had considerable difficulty with living quarters for the past year or so. He is now well settled. While under ordinary circumstances the cancellation of the Grade increase would be sufficient punishment for dereliction I am recommending his transfer from the section.

I have gone over this whole matter in detail and in fact this memorandum is dictated in his presence. Mr. Kemper would like to have it made a matter of record that his feelings be recorded, he would not like a transfer but would like to remain in the section and demonstrate his worthiness and the confidence heretofore reposed in him.

I recommend he be continued in the section 2 y 10718 J.A.

ADDENDUM: LBN:dmh 10-17-49

In fairness to Mr. Kemper, he does put in considerable overtime, he is a worker and has been over assigned at times for which I must assume some responsibility. I think this fact should be taken into consideration as a mitigating circumstance.

Since Kemper has received special allocations thru neglect of Nichols to properly administer his office I will allow Caf 13 to stand. Kemper is to be censured & placed on probation. Jones & all others who reviewed this issue of the Bulletin are to be censured & their derelictions are to be reflected in the next Efficiency Ratings. Kemper is to receive no further increases until his work shows the necessary care & improvement. H.

Letter to Nichols - no more Jones & Welch. Kemper.

October 12, 1949

Mr. Gerard J. Engert
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Engert:

I have been advised of the recent suggestion you made that the Bureau start an FBI National Academy Fingerprint School.

The Bureau has considered your suggestion and has recommended against its inauguration for the reason that the subjects proposed ~~may~~ be adequately covered in regional fingerprint schools which are held from time to time throughout the country.

Your continued interest in the Bureau's work as shown by the submission of this suggestion is indeed appreciated.

Sincerely yours,

J. E. Hoover

SJT:edm

cc - Personnel File
S. J. Tracy

15 OCT 18 1949
60

0
Mr. S. J. Tracy

February 17, 1950

Director, FBI

~~PERSONAL AND CONFIDENTIAL~~

Physical Examination

This is to advise that you have been scheduled for a physical examination to be afforded you at the United States Naval Hospital, Bethesda, Maryland, on Thursday, February 23, 1950.

You are requested to report to Room 5517, Department of Justice Building at 12:15 p.m. on the above date where you will be met and escorted to the Naval Hospital in a Bureau car.

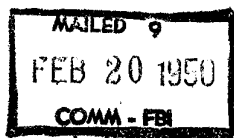
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FBI AUTOMATIC DECLASSIFICATION GUIDE
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Nease _____
Gandy _____



RECEIVED FEB 20 1950

RECEIVED FEB 17 1950

FEB 20 1950

Feb

John

copy bn

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO: Mr. Glavin
FROM: W. P. Callahan
SUBJECT: OVERTIME

DATE: February 13, 1950

Pursuant to your instructions, an analysis was made of the overtime performed by the supervisory staff of the Identification and Administrative Divisions, which reflected as follows:

Average Overtime per Supervisory Employees:

Administrative Division	1 hour, 39 minutes per day
Identification Division	25 minutes per day

There is also set forth the average daily overtime for the following Assistant Directors:

D. H. Ladd	2 hours 45 minutes
L. B. Nichols	4 hours 17 minutes
W. R. Glavin	2 hours 20 minutes
S. J. Tracy	36 minutes

NPC:VH

Director's notation:

"This is shocking. I cannot understand how supervising staff of Ident. Div. can take such little interest in its responsibilities. That Div. is delinquent in work & in bad need of streamlining & yet in face of it, its officials put in practically no overtime." H.

POSITION: Assistant Director

EOD: 10/16/33

SALARY: GS-15 \$10,500

Inspector Long:

Assistant Director Tracy was most cooperative during the inspection and objective in his consideration of all problems. He reflected a desire to do anything that would result in an objective, businesslike inspection. He personally and specifically brought to our attention problems he desired gone into so that such matters could receive consideration from the inspection staff.

Inspection Report
Identification Division
Inspector McIntire
Interviewed by: H. B. Long
Date: 12/21/49

Mr. S. J. X Tracy

Director, FBI

FRANCIS E. X O'BRIEN
Fingerprint Classifier

GERARD J. X ENGERT
Special Agent Supervisor

NORMAN A. X NOLAN
Coordinator

December 1, 1949

~~PERSONAL & CONFIDENTIAL~~

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-06-2012

There are enclosed for your consideration and delivery to the captioned employees letters censuring them for delinquencies in the performance of their official duties.

In this connection, it appears that the dereliction of Francis E. O'Brien was not brought to your attention in order that consideration could be given to appropriate administrative action and thereafter O'Brien was afforded an efficiency rating which certainly did not take into proper account his deception and deliberate violation of a Bureau rule. You are also instructed that no procedure involving entrapment as was employed in this instance to discover the failure of employee O'Brien should be used hereafter and instead the procedure should be of a normal and practical nature, such as having the supervisors themselves file fingerprint cards from time to time which will permit them to note the absence of any charge card.

In addition, the following action should be taken by you:

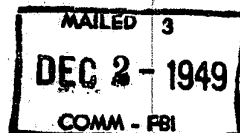
You should properly acquaint all of the employees of the Technical Section with the extent of the duties and responsibilities of the supervisors in that Section in order to minimize as much as possible resentment against any administrative action taken by such supervisors.

You should also impress upon these supervisors the need for employing tact as well as firmness in the enforcement of the necessary rules and regulations governing the type of work performed in that Section.

It is also desired that you make certain that no attempts are made by members of your supervisory staff to dissuade employees who are leaving the service of the Bureau from freely expressing their opinions if they desire to do so regarding the treatment they have received as employees as well as any suggestions or criticisms they may wish to make at the time.

Inasmuch as Assistant Coordinator John E. X Prince has advised of certain difficulties which have arisen in the past between himself and his family on one hand and his neighbors in the community where he resides, and although it does not appear that he has acted improperly, in connection therewith it is desired that you discuss with him the advisability

Mr. Tolson _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Gandy _____



Page 2
Mr. S. J. Tracy
December 1, 1949

of exercising the utmost care and of so conducting himself as to avoid all unnecessary conflicts with his neighbors in order to insure that there will be no reflection cast upon either himself or the Bureau as his employer.

I desire to be advised when the above instructions have been carries out.

Enclosures (3)

JEE/dfs

Mr. Tolson _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Gandy _____

FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

Prepared by: *WLD*
Checked by: *ms*
Filed by:Nature
of ActionMR. STANLEY J. TRACY
FEDERATION PAY INCREASE

J. TRACY

Date

October 28, 1949

Personnel Action Number

F.B.I.- 10871 10671

Legal Authority

Effective

October 28, 1949

Position

FROM

TO

Assistant Director

Grade

GS 15

Salary

\$10,500

Division

Div. One

and

Section

Ident. Div.

Headquarters

D. C.

Appropriations

S & E, F. B. I.

S & E, F. B. I.

Departmental
or Field

Dept.

Field



Dept.

Field



NATURE OF POSITION

a. VICE

b. ADDITIONAL IDENTICAL

c. NEW

P. C. NO.

P. C. NO.

P. C. NO.

Date of Birth

Date of Oath

REMARKS

From. under the Auto. Prom. Bill, Public Law 7250 as amended 6-30-45. From. under the same Bill \$10,105 to \$10,500 in GS 15 eff. 12-12-48. See Comptroller General Decision No. 5-38400 dated 2-15-50. Last efficiency rating - EXCELLENT - Approved Rating Committee 6-30-49.

JW: VLB

[Handwritten signatures and initials]
69

THE ATTORNEY GENERAL
DIRECTOR, FBI

October 20, 1949

Recently, both houses of Congress approved legislation to establish schedules of rates of basic compensation for certain employees of the Federal Government. The Congress approved the establishment of new grades of compensation known as Grade GS 17, ranging from \$12,200 to \$13,000 and Grade GS 18, set at \$14,000 per annum. It was approved that there shall not be more than 75 positions in Grade GS 17 and not more than 25 positions in Grade GS 18. The incumbents of the positions in Grade GS 17 are subject to approval by the Civil Service Commission, upon recommendation of the heads of the various governmental departments and agencies; the persons to be designated for Grade GS 18 are required to be approved by the President upon the recommendation of the Civil Service Commission.

In considering those representatives of the Department of Justice who might be covered by this legislation, I would like to make the following recommendations.

INDEXED - 21

1. For allocation to Grade GS 18, I would like to recommend Mr. D. M. Ladd. Mr. Ladd presently occupies the position of Assistant to the Director in Grade GS 15, \$10,330 per annum. Under the over-all direction of the Director of the FBI, he is charged with the responsibility for supervising all investigations performed by the Federal Bureau of Investigation. The investigations cover a wide variety of classifications, involving not only those pertaining to the internal security of the nation but those which deal with the investigative jurisdiction of the Bureau. As Assistant to the Director, Mr. Ladd occupies the Number Three position in the Bureau, subordinate only to the Director and the Associate Director. In the absence of either or both he assumes their responsibilities with respect to the complete operations of the entire Bureau. Mr. Ladd entered on duty in the Bureau on November 5, 1928.

Mr. Tolson
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Mr. Gandy

RECEIVED - FBI

RECEIVED
OCT 20 1949
FROM D. O.
TIME 4:50 PM
DATE 10-20-49
BY [Signature]

Memorandum for the Attorney General

For allocation to Grade GS 17, I would like to recommend the following officials:

1. **HUGH H. CLEGG.** Mr. Clegg is the Assistant Director in charge of the Training and Inspection Division of the Bureau at the Seat of Government and, as such, has jurisdiction over all phases of the inspection work of the Bureau both at the Seat of Government and in the field. He supervises all aspects of training, including the training of newly appointed Special Agents and in-service Agents. He also supervises the FBI National Academy, which trains state and local law enforcement officials. Mr. Clegg entered on duty in the Bureau on August 12, 1926.
2. **L. B. NICHOLS.** Mr. Nichols is the Assistant Director in charge of the Records and Communications Division of the Bureau at the Seat of Government. As such, he has under his direct supervision over 1,000 employees. He supervises all phases of the work pertaining to the files of the Bureau, the preparation of Uniform Crime Reports and the FBI Law Enforcement Bulletin. He acts as Associate Director of the Bureau in the absence of that official. Mr. Nichols entered on duty in the Bureau on July 30, 1934.
3. **EARL J. CONNELLEY.** Mr. Connelley is the only field Assistant Director of the Bureau. As such, he is designated to take complete charge of the most important cases handled by the Bureau in various parts of the country, such as Espionage, Kidnaping, Extortion and major fugitive cases. He is given complete responsibility for the investigative work performed by agents assigned to handling such major cases. Mr. Connelley entered on duty in the Bureau on January 16, 1920.
4. **W. R. GLAVIN.** Mr. Glavin is Assistant Director in charge of the Administrative Division of the Bureau at the Seat of Government. In this capacity he has charge of all of the administrative phases of the Bureau's work, including budget and accounting matters, the cartographic work, the mechanical work, including the preparation of Identification and Apprehension Orders,

Memorandum for the Attorney General

and other types of duplicating work and, in addition, has charge of all personnel activities of the Bureau, including applicant interviews and investigations, appointments, efficiency ratings, promotions and reallocations, and related duties pertaining to personnel. Mr. Glavin entered on duty in the Bureau on April 6, 1931.

5. STANLEY J. ~~TRACY~~. Mr. Tracy is the Assistant Director in charge of the Identification Division of the Bureau, which includes all functions pertaining to the fingerprint files maintained by the Bureau. At the present time Mr. Tracy has under his supervision approximately 1,700 employees and the fingerprint files of the Bureau contain over 112 million sets of fingerprints. Mr. Tracy entered on duty in the Bureau on November 16, 1933.

Sept 1
Oct

6. ALEX ~~ROSEN~~. Mr. Rosen is the Assistant Director in charge of the general Investigative Division of the Bureau at the Seat of Government. In this capacity he supervises the investigative work of the Bureau pertaining to all phases of its operation, other than those pertaining to security matters. He is charged with the duty of supervising all criminal and civil investigations assigned to the Bureau, including Kidnaping, Extortion, Bank Robbery, Anti Trust, National Motor Vehicle Theft Act, White Slave Traffic Act, National Stolen Property Act, Fugitives and many other types of investigations. Mr. Rosen entered on duty in the Bureau on October 16, 1933.

7. R. T. ~~HARBO~~. Mr. Harbo is Assistant Director in charge of the FBI Technical Laboratory. He supervises the work of the Cryptanalysis and Translation Section, the Document Section, the Physics and Chemistry Section, the Radio and Electrical Section and also all types of research in scientific crime detection. Mr. Harbo entered on duty in the Bureau on March 21, 1932.

8. VACANCY - THE INCUMBENT TO BE NAMED. This position is that of Assistant Director in charge of security investigations in the

Memorandum for the Attorney General

Bureau. The incumbent of this position, as an Assistant Director of the Bureau, will supervise all internal security investigations conducted by the Bureau, including Espionage, Sabotage, Sedition, Treason, and related statutes, Loyalty of Government Employees, Atomic Energy Act (investigations of applicants and employees as well as violations arising under the act,) overthrow or destruction of the Government, and related internal security investigations.

All of the foregoing officials occupy extremely important positions in the Bureau. More complete information concerning the duties assigned to them is, of course, contained in the files of the Civil Service Commission, which has a record on the classification sheets required by the Commission for employees of the Government.

I shall certainly appreciate anything that you may be able to do to secure approval of the allocation of the positions listed as indicated herein.

cc Mr. Peyton Ford
The Assistant to the Attorney General

CT:DSS

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson ✓

DATE: March 5, 1950

FROM : N. P. Callahan

SUBJECT: STANLEY J. TRACY
Assistant Director
Identification Division

3/5

Tolson	_____
Ladd	_____
Clegg	_____
Glavin	_____
Nichols	_____
Rosen	_____
Tracy	_____
Harbo	_____
Mohr	_____
Tele. Room	_____
Nease	_____
Gandy	_____

RE: UNIFORM PROMOTION

It is noted that Mr. Tracy, Assistant Director, was promoted to Grade CAF-15, \$9975 per annum, effective 6-1-47. As the result of a basic salary increase, effective 7-11-48, his salary was increased to \$10,305 per annum. Effective 12-12-48 he received a \$25 increase under the provisions of the Uniform Promotion Act which brought his salary to \$10,330 per annum, the maximum annual salary of Federal Employees in Grade CAF-15 at that time. As the result of a basic salary increase, effective 10-30-49, his present salary is \$10,500 per annum in Grade GS-15.

In connection with the eligibility of employees in Grade GS-15 for within-grade promotions a review of the decision of the Comptroller General, No. B-92400, dated February 15, 1950, clearly indicated that employees who are in Grade GS-15 and who were at the top salary of \$10,330 when the Classification Act of 1949 went into effect on 10-28-49 are entitled to an additional within-grade increase to \$10,750 if their last increase was less than \$250.

The effective date of the increase is retroactive to 10-30-49.

On 3-31-48 you rated him EXCELLENT.

By memorandum dated 12-9-48 the Director advised that in regard to the delay in acknowledging a communication from Mr. David Ennis, Chief of County Detectives, Norristown, Pennsylvania, he considered Mr. Tracy's explanation totally unsatisfactory and stated that it was imperative that Mr. Tracy give immediate attention to correcting such situations in his division. The Director further advised that he was very much concerned with respect to the handling of correspondence in the Identification Division and it was desired that Mr. Tracy give that matter his immediate attention.

On 3-31-49 you rated him EXCELLENT.

14 MAR 13 1950

67- 31222-267

By letter dated 9-9-49 he was advised that the Bureau had found it necessary to return employee Otis L. Vandevier to his former position in the Identification Division, as the result of his inability to meet the requirements in Special Agent Training School. The Training and Inspection Division had reached the conclusion that he was definitely not Agent material, and among the factors in support of this were their observations that his appearance was no better than average, and his personality inadequate for a Special Agent's responsibilities. Inasmuch as it was noted that Mr. Tracy had interviewed Mr. Vandevier and favorably recommended him for the Special Agent's position, the Bureau felt it desirable to call his attention to the variance between his appraisal of this employee and the comments of the Training and Inspection Division, in order that such deficiencies as existed in that case would be detected in the future.

By letter dated 10-7-49 he was commended for the splendid contribution he had made to the Retraining Session of the FBI National Academy Associates.

As the result of the inspection of the various sections of the Identification Division conducted from August through December, 1949, letters were sent to Mr. Tracy reviewing the results of the inspection, and in general, brought to his attention delinquencies reflected in each section and recommended that corrective measures be taken in each instance. The various functions of the different sections of the Identification Division were rated as follows:

	<u>Physical Condition and Maintenance</u>	<u>Administrative Operations</u>	<u>Personnel Matters</u>
Technical Section	Very Good	Very Good	Very Good
Typing Section	Very Good	Very Good	Very Good
Posting Section	Excellent	Very Good	Excellent
Assembly Section	Good	Good	Very Good
Card Index Section	Good	Good	Good
Recording Section	Excellent	Very Good	Very Good

Inspector Long stated that Mr. Tracy had been most cooperative during the inspection and objective in his consideration of all problems. He had reflected a desire to do anything that would result in an objective, businesslike inspection. He personally and specifically brought to the attention of the inspectors problems he desired gone into so that such matters could receive consideration from the inspection staff.

By letter dated 12-1-49 he was advised that the dereliction of Francis E. O'Brien had not been brought to his attention in order that consideration could be given to appropriate administrative action. In that case it appeared that a fingerprint card was deliberately removed by clerical supervisory personnel without submitting a charge-out card, and upon discovering the error O'Brien failed to report it. Mr. Tracy was instructed that no procedure involving entrapment as was employed in that instance to discover the failure of O'Brien should be used hereafter and instead the procedure should be of a normal and practical nature, such as having the supervisors themselves file fingerprint cards from time to time which would permit them to note the absence of any charge card. It was desired, among other things, that he make certain that no attempts were made by members of his supervisory staff to dissuade employees who were leaving the service of the Bureau from freely expressing their opinions if they desired to do so regarding the treatment they had received as employees as well as any suggestions or criticisms they might wish to make at the time.

By letter dated 2-1-50 it was noted that Alice C. Mason had been recommended by his Division as an employee whose record warranted affording her a salary increase under the Uniform Promotion Act. At that time it was known that her work for some time had been considerably below the average and was not improving. In view of that, the favorable recommendation made for her promotion was inexcusable and it was expected that Mr. Tracy would take immediate and appropriate steps to insure that in the future any unsatisfactory or improper performance of duty would be brought to the attention of the Administrative Division whenever an employee of the Identification Division was under consideration for promotion.

The foregoing is being submitted for your information and for consideration as to the

affording of the UPA increase to Mr. Tracy.

OK
3-1
✓

NPC:hcl

gm

OK.

H.

Letter prepared
3-8-50

wry hgt

Handfold prepared
3-8-50

wry vlt.

February 24, 1950

MEMORANDUM FOR MR. TOLSON
MR. GLAVIN

Confirming oral instructions I desire that Mr. Glavin be detached for a period of ninety days as Assistant Director in Charge of the Administrative Division effective Monday, February 27, and initiate immediately a complete inspection of the Identification Division with the view of reducing personnel, streamlining its operations, and reducing its costs of operation. Mr. Tracy should be instructed that I expect the fullest cooperation and assistance from himself and his staff.

In Mr. Glavin's absence Mr. W. P. Callahan will act in charge of the Administrative Division.

SAC Guy Hottel is to be immediately placed upon probation for conduct unbecoming a representative of this Bureau. I have talked with Mr. Hottel and severely reprimanded him and told him that I will not again give him another chance. I told him there were entirely too many rumors circulating concerning his activities and while they may not be completely true, nevertheless, many of them were and he had not used the proper discretion in his conduct.

I desire that Mr. A. M. Belmont be transferred as Assistant Special Agent in Charge of the New York Field Division and designated as Inspector in Charge of the Security Division, effective Monday, February 27.

I desire that Mr. W. M. Whelan, the #2 man in the New York Office, be designated as Assistant Special Agent in Charge of the New York Field Division, effective February 27.

I desire that Mr. H. B. Fletcher, who has been acting in charge of the Security Division, be transferred to New York and designated #2 man in the New York Field Division in place of Mr. Whelan.

I desire that Mr. L. L. Laughlin of the Security Division be designated as #1 man in the Security Division, effective February 27.

I desire that Mr. C. E. Hennrich, Assistant Special Agent in Charge of the Washington Field Office, be transferred from the Washington Field Office to the Security Division and designated #2 man, effective February 27.

13 43
MAR 2 1950

I desire that Mr. B. C. Brown of the Training and Inspection Division be transferred to the Washington Field Office as Assistant Special Agent in Charge, effective February 27.

I have spoken to Mr. A. Rosen and expressed to him my complete displeasure of his administration of the Investigative Division and of my intention to transfer him as Assistant Director in Charge of that Division unless he can immediately take hold of that Division and bring about a more effective administration of it. Mr. Rosen assured me he believes he can do so and for the present he remains as Assistant Director of that Division.

Very truly yours,

John Edgar Hoover
Director

JEH:EH

Prepared by: *hgb*
Checked by: *hbs*
Filed by:

March 8, 1950

Mr. Stanley J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Stanley:

A recent Comptroller General decision indicates that an employee who was receiving the top salary in Grade GS 15 when the Classification Act of 1949 went into effect on October 28, 1949, is entitled to an additional within grade increase if his last increase was less than \$250. In view of this decision it is with pleasure I am writing to advise you that you have been recommended for promotion from \$10,500 per annum to \$10,750 per annum in Grade GS 15, effective October 30, 1949.

14 MAR 13 1950

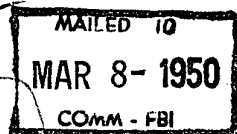
Sincerely yours,

J. Edgar Hoover

CC: Mr. J. E. Edwards
Movement Section

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

JW:hgb *hgb*



3/222-268
RECEIVED DIRECTOR
MAR 13 3 20 PM '50
U.S. DEPT. OF JUSTICE
RECEIVED READING ROOM
MAR 8 1950
hgb
hbs
hgb

March 28, 1950

Handwritten: J. Edgar Hoover (7-11)

0
Mr. Stanley J. Tracy
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Stanley:

I was indeed happy to learn that you have been elected as Vice-President of the Alumni Association representing the Law School of George Washington University.

It is sincerely gratifying to know that this honor has been accorded you and I did want to write this personal note to extend to you my best wishes for your success in office.

Sincerely yours,

J. Edgar Hoover

31222-269

CONFIDENTIAL

RECORDED

INDEXED

APR 3 1950

FEDERAL BUREAU OF INVESTIGATION

NJC:lch

13 APR 11 1950

MAILED 9
MAR 29 1950
COMM - FBI

RECEIVED - DEPT. OF JUSTICE
FBI
MAR 30 3 23 PM '50

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Mohr
- Tele. Room
- Nease
- Gandy

RECEIVED - DIRECTOR
FBI
U.S. DEPT. OF JUSTICE
MAR 29 5 54 PM '50

RECEIVED READING ROOM
FBI
U.S. DEPT. OF JUSTICE
MAR 28 6 11 PM '50

U.S. DEPT. OF JUSTICE
MAR 28 8 52 PM '50
PERSONNEL UNIT
REC'D

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

FROM : W. R. GLAVIN

SUBJECT:

DATE:

3/28/50

Mr. Tolson ✓
Mr. E. A. Tamm ✓
Mr. Clegg ✓
Mr. Glavin ✓
Mr. Ladd ✓
Mr. Nichols ✓
Mr. Rosen ✓
Mr. Tracy ✓
Mr. Carson ✓
Mr. Egan ✓
Mr. Gurnea ✓
Mr. Harbo ✓
Mr. Hendon ✓
Mr. Pennington ✓
Mr. Quinn Tamm ✓
Mr. Nease ✓
Miss Holmes ✓
Miss Gandy ✓

Identification

I have now had opportunity of reviewing the finger print work both in the Recording and Card Index Sections.

Both of these sections are in good working shape. I was also able to suggest some labor-saving devices and some streamlining devices both in Recording and in Card Index, and I feel that the employees and the supervisors are in agreement that with these innovations their work will be handled more quickly and with less trouble by the employees.

The Recording Section with its limited personnel is supervised by Mrs. McNeely, who continually performs production work in connection with her supervision. The present staff is needed in Recording but when there are breaks in the receipt of prints, excess employees are immediately dispatched to the Card Index Section to help clear the existing filing delinquency in that section. Any reduction in the recording staff of the Recording Section would slow down prints being channeled into Card Index and the Technical Section. I will continue to carefully watch the flow of work in this particular section.

INDEXED - 21
67-443-6889

I have had opportunity of working with a number of employees in the Card Index Section. I have accompanied the special searchers, the regular searchers and also the filers in the performance of their duties. It was possible to eliminate certain steps taken by the special searchers which resulted in increased production due to the fact that these employees could more readily handle their assigned work and were also available for miscellaneous duties as they arose in the section. I have stressed the rapid channeling of preferred fingerprint cards, which include criminal cards, through this section. Mrs. Colliflower has been aware of this problem and she entered wholeheartedly into the suggestions. Special pick-ups and special deliveries are being made to the Technical Section so that the lag in the handling and in the flow of our criminal prints is reduced to a minimum. I am hopeful that in the near future we will be able to get rid of some of the tagging systems presently existing, which in turn will further expedite the flow of prints through the Division. After I have had opportunity of fully analyzing the tagging, I will make a further recommendation regarding this particular phase of the work.

I feel that one of the biggest things to be accomplished here is the expediting of the flow of work and then eliminating stop-gap protective measures, such as tagging, which were necessary when the work was particularly heavy.

MEMORANDUM FOR MR. TOLSON

I noted with interest that the technical fingerprint staff for the first fifteen days of the month of March handled approximately 40,000 more fingerprints than were received. This means that our backlog is being rapidly dissipated.

WRG:amb

S.J. X Tracy should
have devised these
stream lined
procedures

3/29

2 There is no doubt about this -
It certainly is a bad situation
when we have to detach one
Asst Director to accomplish
for another Asst. Dir. what
the latter should have done
in the first instance -

H.

MR. TOLSON

3/14/50

H. H. CLEGG

INSPECTION ASSIGNMENTS

Reference is made to the Executives Conference memorandum dated March 7, 1950, concerning field inspections, which is attached. There are set forth below suggested inspection assignments to be handled during the current year by the Assistant Directors, the Number One Men, and the Bureau Supervisors listed in the attached memorandum:

Assistant Directors

SJ Mr. Tracy

Mr. Clegg

Mr. Glavin

Mr. Nichols

Mr. Belmont

Mr. Rosen

Mr. Harbo

- Cincinnati
- Charlotte
- Pittsburgh
- Richmond
- New Haven
- Norfolk
- Knoxville

Other Bureau Officials

Q. Tamm

N. P. Callahan

J. J. McGuire

L. L. Laughlin

C. E. Hennrich

E. E. Hargett

J. A. Carlson

J. P. Mohr

G. A. Nease

- Buffalo
- Albany
- Louisville
- Atlanta
- Birmingham
- Memphis
- Springfield
- Milwaukee
- Indianapolis

In view of the fact that some of the offices listed above were suggested in my memorandum of March 2, 1950, as tentative assignments for Messrs. K. R. McIntire, F. H. McIntire, J. A. Sizoo, H. B. Long, B. C. Brown and G. C. Gearty of the Training and Inspection Division, the following suggested assignments are being recommended for these men:

J. A. Sizoo

B. C. Brown

H. B. Long

G. C. Gearty

K. R. McIntire

F. H. McIntire

- Baltimore (recheck)
- St. Louis; Little Rock
- Administrative Div. (with Mr. Egan); Wash. Field
- Omaha; Kansas City
- Savannah
- Dallas

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

HHM:BG
Attachment

Before being assigned to conduct any inspections, the above officials who have not had previous experience on field inspections, other than Assistant Directors, will be assigned to assist Mr. Naughten or Mr. Curnea on a regular inspection in order to give them the necessary experience.

from

With reference to Mr. Gurnea's and Mr. Naughten's assignments, the following are being recommended:

Mr. Gurnea

Present Assignments:

Security Division (recheck)

London, Paris & Madrid Liaison Offices

Second Trip:

Butte

Anchorage

Salt Lake City

Denver

Third Trip:

Seattle

Portland

San Francisco

Mr. Naughten:

Present Assignments:

Albuquerque

Second Trip:

Philadelphia (recheck)

Mobile

Miami

San Juan

Third Trip:

Boston

Detroit

Chicago

Minneapolis

Newark

Fourth Trip:

Los Angeles

Honolulu

Houston

New Orleans

Fifth Trip:

New York

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

FROM : Mr. S. J. Tracy

SUBJECT: GENERAL ALUMNI ASSOCIATION
GEORGE WASHINGTON UNIVERSITY

DATE: March 24, 1950

Lester A. Smith, Executive Secretary of the General Alumni Association, has just advised me that I have been elected Vice President of the Alumni Association representing the Law School for the fiscal year 1950. Others elected, according to Mr. Smith are as follows:

1. For President of the Association:
Elmer Louis Kayser, AB & B Dip in Educ 17, MA 18, LLD 48
2. Vice President - Columbian College and Junior College:
James R. Kirkland, AB 27, LLB 28, LLM 29
3. Vice President - School of Medicine:
Russell McNitt, MD 25, BS in Med 25
4. Vice President - School of Engineering:
William S. James, BS in ME 17
5. Vice President - School of Pharmacy:
Harold C. Kinner, Phar G 28, BS in Phar 43
6. Vice President - Graduate Council:
Orville E. May, AB 24, MS 26, PhD 29
7. Vice President - School of Education:
Elsie Green, AB 14, MA 28
8. Vice President - School of Government:
Louise McNutt, AB 43
9. Vice President - Dental School:
C. Willard Camalier, DDS 12
10. Treasurer of the Association:
Anna M. Bischoff, AB 28
11. Executive Secretary of the Association:
Lester A. Smith, AB in IS 32, MA 35

Tolson ✓
Ladd ✓
Clegg ✓
Glavin ✓
Nichols ✓
Tracy ✓
Harbo ✓
Mohr ✓
Nease ✓
Gandy ✓

*Mr. Tracy
will
m*

2 JUN 14 1950

67-31222-270

✓

51

4 APR 17 1950

1 ENCLOSURE

1 inc
SJT:edm

APR 12 1950

25

DIRECTOR

RECORDED

2/1/50

EX-10

RECORDS SECTION

COPY

GENERAL ALUMNI ASSOCIATION

THE GEORGE WASHINGTON UNIVERSITY

Telephone
National 5200

WASHINGTON 6, D. C.

March 23, 1950

Mr. Stanley J. Tracy
Federal Bureau of Investigation
Washington, D.C.

Dear Mr. Tracy:

I wish to report that as a result of the recent balloting for officers you have been elected Vice-President of the Association for the fiscal year 1950. Other officers of the Association are checked on the enclosed ballot.

President Kayser will call a meeting of the new officers of the Association in the near future.

I am happy to have the privilege of reporting this evidence of the confidence in you voiced by your fellow alumni. The facilities of this office are at your disposal.

Sincerely yours,

/s/ Lester A. Smith

Lester A. Smith
Executive Secretary

LAS:sfp
Enclosure

ENCLOSURE

COPY:SM

OFFICE MEMORANDUM * UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 3/8/50

FROM : J. P. MOHR

SUBJECT: FRANK F. MEECH
Special Agent
Crime Statistics Section

Reference is made to the attached memorandum from the Director to Mr. Glavin dated March 6, 1950, in which the Director requested an explanation from Mr. Glavin for the failure of the Administrative Division to send letters of censure to all persons who reviewed the September 1949 issue of the FBI Law Enforcement Bulletin and failed to detect therein objectionable phraseology in a form utilized by the St. Louis Police Department.

Mr. Nichols prepared a memorandum dated October 17, 1949 concerning the improper review of the September 1949 issue of the Law Enforcement Bulletin and Mr. Nichols set forth in his memorandum the various individuals who had reviewed the Bulletin. The Director instructed that all persons who reviewed the Bulletin were to be censured and their derelictions were to be reflected in their next efficiency ratings. It is noted that the September 1949 issue of the Law Enforcement Bulletin was reviewed on two occasions. On the first occasion the following individuals reviewed it: Messrs. S. J. Tracy, C. D. Mobley for Clegg, D. J. Parsons for Harbo, E. J. McCabe for Rosen, H. B. Fletcher for Ladd and J. J. McGuire for Nichols. On the second occasion the material was reviewed in galley proof form by Messrs. Parsons for Harbo, McCabe for Rosen, H. C. Boswell for Clegg, E. H. Winterrowd for Ladd, Fletcher, F. F. Meech for Leonard, Tracy and Nichols. The Administrative Division prepared letters of censure to Messrs. Nichols, McGuire, Jones, Kemper and Meech.

By memorandum dated March 7, 1950, from Mr. H. L. Edwards to Mr. Glavin, Mr. Edwards states that upon telephonic instructions from me to Special Agent Supervisor J. E. Edwards, letters of censure were only sent to the employees in Mr. Nichols Division, including Mr. Nichols, who had the responsibility for preparing or reviewing the Law Enforcement Bulletin in question.

I recall having a conversation with someone in Mr. Glavin's Division at the time the letters of censure were prepared but I cannot state at the present time with any degree of accuracy the substance of the conversation in October 1949. I certainly do not know on what basis I would have countermanded the Director's instructions. It seems to me very clear that the Director was desirous that all who reviewed the September 1949 issue of the Law Enforcement Bulletin be censured. The interpretation of the Director's instructions and in clarification of those instructions I was contacted and the Supervisors were advised that the Director intended that only those Supervisors who had direct responsibility for the particular article in the Law Enforcement Bulletin should be censured.

JPM:DW

This may well be because at the time the September 1949 issue was prepared although it was reviewed in various divisions, each division was only responsible for reviewing the articles which pertained to the work of that division. For instance, if a Laboratory article appeared in the Bulletin, at that time the Crime Statistics Section would not be required to make a critical review and analysis of such an article. In the case at point, the article was one pertaining to a portion of the records system in the St. Louis Police Department and the Crime Statistics Section was normally the section to critically review such an article. In September 1949, the Records and Communications Division was charged with the responsibility of preparing the Law Enforcement Bulletin. Since that time, as you know, there has been established an Editorial Board and the Editorial Board is responsible for reading and reviewing the entire Law Enforcement Bulletin from cover to cover and all those on the Board of course would be fully charged with everything in the Bulletin.

I regret that I may have been responsible for any countermanding of the Director's specific instructions on Mr. Nichols memorandum of October 17, 1949 and I will assume full responsibility for the failure of the Administrative Division to send letters of censure to all individuals who reviewed this particular issue of the Bulletin.

It is too late now to send letters of censure to all of the individuals named and I recommend that the Administrative Division insure that copies of Mr. Nichols memorandum of October 17, 1949 are placed in the personnel files of each of the individuals named.

"Yes" T.



United States Department of Justice
Federal Bureau of Investigation
Washington, D. C.



Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs Margaret Tracy Relationship wife Date Mar 29, 1950
Address 4800 College Ave College Park, Md

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name Mrs Susan Tracy Relationship mother Date Mar 29, 1950
Address 66 West 2nd South Sandy, Utah 703

Very truly yours,

MAR 30 1950

Stanley J. Tracy
Special Agent

April 17, 1950

Mr. Tolson	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Mr. Pennington	
Mr. Quinn	
Mr. Nease	
Mr. Gandy	

0
Mr. Stanley J. Tracy
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Mr. Tracy:

The splendid assistance rendered by Fred K. Morgan, a Fingerprint Analyst (Assistant Coordinator) who is assigned to your Division, in connection with the preparation of material for the picture story entitled "Fighting Crime with the FBI" to appear in a forthcoming issue of Our World has been called to my attention.

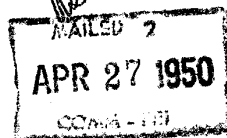
The entire operation went off with dispatch and smoothness and this can be attributable in no small part to the magnificent cooperation given by the many various Divisions of the Bureau who were called upon to assist. The part played by Mr. Morgan was an important one and I feel he handled himself in a very able fashion. I therefore wish you would convey my personal appreciation to him for his splendid efforts.

I know how disrupting an operation of this kind is and realize this is not the first time you have been called upon to extend the facilities of the Identification Division for such a special purpose. You have always cooperated to the fullest extent. I want you to know how grateful I am. I wish you would convey my thanks to the other employees under your supervision who rendered assistance on this particular operation and any others of a similar nature.

Sincerely,

J. Edgar Hoover

CRD:gt



Mr. Tolson	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Mr. Pennington	
Mr. Quinn	
Mr. Nease	
Miss Gandy	

RECEIVED READING ROOM
APR 17 6 18 PM '50
DIRECTOR
FBI
U.S. DEPT. OF JUSTICE
APR 17 8 01 PM '50

COPY AM

April 12, 1950

0
PX
Mr. Stanley J. Tracy
Federal Bureau of Investigation
Washington, D.C.

Dear Stanley:

I have had an opportunity of looking over the address you delivered at the Sigma Nu Alumni Club in Detroit. From the reaction I have received, you apparently did a very fine job.

I did want to drop you this personal note to express my appreciation for the manner in which you presented the Bureau's activities.

Sincerely,

J. Edgar Hoover

CC - Mr. Jones

LEN:FML

10 MAY 12 1950

3/222 - 272

45

4

94-42097-3

MR. TOLSON

April 5, 1950

Mr. S. J. Tracy

PX

I addressed the Sigma Nu Alumni Club of Detroit, Michigan, Thursday, March 30, 1950, at their annual dinner meeting at the Stockholm Restaurant, Detroit. The dining room was full and a large number of the alumni were present consisting of attorneys, businessmen, and students from Ann Arbor and Albion, Michigan. My remarks seemed very well received and during an open forum discussion following my talk, many questions were asked indicating a deep interest in and confidence in the Director and the Bureau.

The next day, Mr. Willard Sanders, Secretary of the Club, informed me that he had received many calls the following morning stating it was the best annual meeting they had ever had.

A copy of my remarks is transmitted herewith, which I followed in outline form.

Attachments *retained*
Adm. Files

SJT:edm

10 MAY 12 1950

31222-273

45 9

94-42097-3

June 22, 1950

0
Mr. Stanley J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

Recently you interviewed and favorably recommended Identification Division Clerical Employee Robert J. Rohr for the position of Special Agent with the Bureau. During a subsequent interview, he evidenced a disgruntled and sour attitude toward his present position in your Division and in so doing indicated a total lack of judgment and tact on his part. It later developed that Mr. Rohr's rash statements apparently stemmed from an upset state of mind occasioned by a personal situation at home.

The Bureau feels that these traits of immaturity and instability should have been ascertained by you and Mr. Rohr's immediate supervisors prior to the time he was favorably recommended for the Special Agent position, and that such a recommendation should never have been made in this case. This incident, coupled with a recent case involving the ill-advised transfer of an Identification Division employee to the Savannah Office, gives rise to supposition that personnel matters in your Division are not being properly handled.

There is enclosed a letter of censure directed to this employee which you are requested to deliver to him. This communication also places Mr. Rohr on probation and you are instructed to afford him close supervision, observing his work performance and general attitude in the future. It is hoped that you will exercise better judgment in other cases of this nature and that it will not again be necessary to call your attention to a similar incident.

Very truly yours,

J. Edgar Hoover

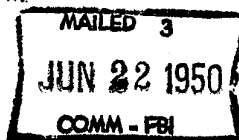
J. Edgar Hoover
Director

Enclosure

cc - Ident Personnel File

CLT/vh/rdo

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____



ANNUAL
**REPORT OF
EFFICIENCY RATING**

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR () SPECIAL ()
PROBATIONAL ()

As of 3-31-50 based on performance during period from 4-1-49 to 3-31-50

Tracy, Stanley J. Assistant Director, GS-15
(Name of employee) (Title of position, service, and grade)

Federal Bureau of Investigation, U. S. Dept. of Justice, Washington, D.C.
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others..... <input type="checkbox"/>
---	--	--

- | | |
|--|--|
| <p>____ (1) Maintenance of equipment, tools, instruments.</p> <p>____ (2) Mechanical skill.</p> <p>____ (3) Skill in the application of techniques and procedures.</p> <p>____ (4) Presentability of work (appropriateness of arrangement and appearance of work).</p> <p>____ (5) Attention to broad phases of assignments.</p> <p>____ (6) Attention to pertinent detail.</p> <p>____ (7) Accuracy of operations.</p> <p>____ (8) Accuracy of final results.</p> <p>____ (9) Accuracy of judgments or decisions.</p> <p>____ (10) Effectiveness in presenting ideas or facts.</p> <p>____ (11) Industry.</p> <p>____ (12) Rate of progress on or completion of assignments.</p> <p>____ (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no)</p> <p>____ (14) Ability to organize his work.</p> <p>____ (15) Effectiveness in meeting and dealing with others.</p> <p>____ (16) Cooperativeness.</p> <p>____ (17) Initiative.</p> <p>____ (18) Resourcefulness.</p> <p>____ (19) Dependability.</p> <p>____ (20) Physical fitness for the work.</p> | <p>____ (21) <i>Effectiveness in planning broad programs.</i></p> <p>____ (22) <i>Effectiveness in adapting the work program to broader or related programs.</i></p> <p>____ (23) <i>Effectiveness in devising procedures.</i></p> <p>____ (24) <i>Effectiveness in laying out work and establishing standards of performance for subordinates.</i></p> <p>____ (25) <i>Effectiveness in directing, reviewing, and checking the work of subordinates.</i></p> <p>____ (26) <i>Effectiveness in instructing, training, and developing subordinates in the work.</i></p> <p>____ (27) <i>Effectiveness in promoting high working morale.</i></p> <p>____ (28) <i>Effectiveness in determining space, personnel, and equipment needs.</i></p> <p>____ (29) <i>Effectiveness in setting and obtaining adherence to time limits and deadlines.</i></p> <p>____ (30) <i>Ability to make decisions.</i></p> <p>____ (31) <i>Effectiveness in delegating clearly defined authority to act.</i></p> |
|--|--|

STATE ANY OTHER ELEMENTS CONSIDERED

(A)

(B)

(C)

STANDARD
Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and check marks or better on all other elements rated.....

Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.....

Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.....

Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.....

Minus marks on at least half of the underlined elements.....

Adjective
Rating

Excellent

Very Good

Good

Fair

Unsatisfactory

Rating
official..

Reviewing
official..

Rated by Clyde A. Tolson Associate Director 3-31-50
(Signature of rating official) (Title) (Date)

Reviewed by [Signature] Assistant Director 6-21-50
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating)

70

June 22, 1950

0
Mr. S. J. Tracy
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

I wish to take this means to call your attention to the fact that I have recently observed some instances of grossly improper handling and supervision of personnel matters and activities in the Identification Division. I had no alternative except to reach the conclusion that the instances to which I have reference clearly indicate a need for you to personally exercise closer supervision of personnel matters in your Division.

Accordingly, I trust you will afford this need your immediate and continuous attention.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

31222-276

HLE:JC

JUN 22 12 53 PM '50

U.S. DEPT. OF JUSTICE

RECEIVED - DIRECTOR
FBI

MAILED 3
JUN 22 1950
COMM - FBI

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

U.S. DEPT. OF JUSTICE

RECEIVED - IDENT. DIV.

JUN 22 9 52 AM '50

RECEIVED READING ROOM
FBI
U.S. DEPT. OF JUSTICE

JUN 22 12 13 PM '50

John

Copy-RRR

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : Mr. Tolson
FROM : L. B. Nichols
SUBJECT :

DATE: March 17, 1950

STANLEY J. TRACY

Mr. Tracy, I think, has done a splendid job in connection with calling to the attention of a vast audience in New Jersey, New York, Long Island and Connecticut the Bureau's activities. Through contacts he has arranged a series of radio interviews, three of which have already been made, and the remaining two will be made early next week with Bureau officials and Mr. Newman Wright, Washington correspondent of the Passaic Daily News and a representative of Radio Station WPAT, participating.

During the past couple of months when we have been endeavoring to defend the Bureau, Mr. Tracy has made numerous contacts and I think has done an excellent job.

LBN:hmc

cc: Mr. Jones

"Excellent," H.

31222-277

36

63

94-1-27934-8

10 JUL 5 1950

Copy-135

TO : THE DIRECTOR
FROM : L. B. NICHOLS
SUBJECT: COMMISSION ON GOVERNMENT SECURITY

DATE: August 11, 1955

For your information and assistance in connection with your forthcoming conference with the Vice President, the following is set forth:

Stanley Tracy
1. There is attached a thumbnail sketch of the individuals who are being considered for the Commission which names came to me from either Rogers or Nixon himself. We have prepared individual summaries on each and then for the Director's convenience, these have been condensed and synopsized in the attached thumbnail.

2. In connection with the staff, the Vice President has informed me that Loyd Wright, the President of the American Bar Association, will undoubtedly become the dominant figure on the Commission and no doubt will be elected Chairman and Wright has agreed with Nixon that he will appoint whoever is desired as Counsel and Director of the staff.

The following suggestions are submitted for General Counsel. Thumbnail sketches are attached on McGranery and Jones:

1. James P. McGranery. In the event Jim McGranery is not appointed to the Commission, I think it would be an exceedingly smart move for him to be appointed as General Counsel. McGranery has the stature, he is a Democrat, he has been well indoctrinated on security matters and would probably do an outstanding job.

2. Former Congressman (R) Robert F. Jones of Ohio, served on the Federal Communications Commission from 1947 to 1952, now practices law in Washington, is very friendly. I think he would be well disposed for security problems.

3. Ross Malone, former Deputy Attorney General of the Department, a member of the House of Governors of the American Bar Association, might likewise be considered. Malone would do a professional job and we know of his sympathies toward security problems.

The following suggestions are submitted for Staff Director and thumbnail sketches are attached:

LBN:FML
Enclosures *filed with orig.* ORIGINAL FILED IN 62-101916-25

53 AUG 30 1955

-369

Robert A. Collier, former SA. It is understood he is presently receiving favorable consideration. He would work well if McGranery were appointed as General Counsel.

2. N. J. L. Pieper, former SAC. Would do an excellent job.

3. Former SA Duane L. Traynor would do an excellent job as Staff Director.

4. Hugh H. Clegg (no thumbnail sketch attached). Mr. Clegg, if he could be persuaded to take the job as Staff Director, has stature, and I would be inclined to recommend him as the first choice.

The following suggestions are submitted for the Staff and thumbnail sketches are attached, all of whom would be good on the staff:

Former SA E. C. Kennelly
Former SA Harris H. Huston
Former SA Robert C. Gresham
Former SAC A. Paul Kitchen
Former SA John Nicholson Dinsmore
Former SAC Arthur B. Lorton

In connection with the staff both Messrs. Tracy and Ladd were anxious to be appointed to the Commission. I have pointed out to Mr. Tracy the fallacies of this. He clearly agrees. Ladd and Tracy now want to be appointed as consultants on the staff. Frankly, I think both of them could serve well.

In the event, the question comes up, the following list of names was submitted to Rogers on June 28, for consideration for appointment to the Commission. Rogers gave this list to the White House and the Vice President. The following names were on the list:

Seaborn Collins of the American Legion
Edgar N. Eisenhower
Former Senator Herbert R. O'Connor
Dr. Daniel A. Poling
Ogden R. Reid
David Sarnoff
Right Reverend Monsignor Maurice S. Sheehy
Retired Judge Kimbrough Stone
Walker Stone
Mrs. Mabel Walker Willebrandt

Copy-135

There is also attached a clipping from today's Washington Post speculating on the appointments to the Commission. We know that many of the names in this article are obviously speculative and probably represent some wishful thinking.

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *✓ Jm*

DATE: 7-25-55

FROM : *✓ Jm* S. A. NEASE

SUBJECT:

✓ Jm

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Harbo	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Sizoo	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

D.I.C.

Colonel ~~E. X.~~ Betthelheim called this afternoon stating that he had gone to GW with you and Stanley Tracy. He stated he is now with the Military Order of World Wars and stated that Stanley Tracy is being considered as a speaker at a big luncheon to be held for 300 or 400 people; that Tracy does not know about it at present but before he suggested Tracy's name he wanted to find out from you or someone who knew him as to what kind of a speaker he might be. He stated at the luncheon there would be representatives of various patriotic organizations such as the DAR, Veterans of Foreign War, Colonial Dames, et cetera. He stated he had known Tracy for many years and knew him to be a quiet, little fellow but wondered about his speaking ability.

Your absence from the city was explained and I told him I had heard Mr. Tracy speak on various occasions; that he did a very creditable job when he was in command of the subject but, frankly, the only speeches I had heard him make were as an official of this Bureau concerning the work of the Bureau, and that I could not state what kind of speech he would make on other matters. I asked Colonel Betthelheim what the subject matter of Mr. Tracy's speech would be and he inferred that it would be on patriotic matters before the above type of group. 67-31222-369

Colonel Betthelheim asked to be remembered to you. 67-31222-369

ACTION:

None. This is for information only.

RECORDED

AUG 4 1955

FEDERAL BUREAU OF INVESTIGATION

INDEXED-440

GAN:AO
(2)

63
33 AUG 12 1955

SENT DIRECTOR
7-26-55

✓ Jm
✓ Jm
CLASSIFIED

July 22, 1955

PERM. FILES

67-26225-1231
RECORDED - 39
Mr. Stanley J. Tracy
Foundation for American Research
Suite 301, Denrike Building
1010 Vermont Avenue, Northwest
Washington 5, D. C.

BEST COPY AVAILABLE

Dear Stanley:

I have received your letter enclosing
"A Progress Report on the Military Careers of
Juvenile Delinquents," which I finally had the
opportunity to read.

This report impresses me as a very
worthwhile study of the juvenile delinquency
problem and I appreciate your having sent it
over. I would be very much interested in seeing
a report on the research program when concluded,
if it is available.

Thanks for sending me the background
information on Dr. Lefine.

Sincerely,

sent 7/22/55 L. B. Nichols
h

ELJ:tus
(3)

NOTE: See Jones to Nichols memo dated July 20, 1955,
captioned "A Progress Report On The Military Careers of
Juvenile Delinquency." ELJ:tus
33 AUG 15 1955

Tolson
Boardman
Belmont
Clegg
Glavin
Ladd
Nichols
Rosen
Tracy
Harbo
Mohr
Winterrowd
Tele. Room
Holloman
Gandy

FOUNDATION FOR AMERICAN RESEARCH

SUITE 301, GEORGETOWN BLDG.

1010 VERMONT AVENUE N.W.
Washington 3, D. C.

24 June 1955

Mr. L. B. Nichols
Federal Bureau of Investigation
U. S. Department of Justice Bldg.,
Washington 25, D.C.

Dear Nick:

Juvenile Delinquency - General

I am enclosing a Progress Report on the Military Careers
of Juvenile Delinquents which you might wish to add to the Bureau's
Library.

Professor Peter P. Lejins is a personal friend of mine, Md D.C.
a member of the College Park Rotary Club, and I have lectured to
two of his classes in the past. Professor Lejins is a naturalized
citizen, having been born in Latvia. He reads and speaks Russian
and German fluently, and from my knowledge of him in the past
several years he is strictly anti-Communist and anti-left wing.

He had considerable trouble getting his father and mother
out of Latvia to escape the Communists. His father was Professor
of Law at Latvia and I have become very much impressed with his
father personally.

Mrs Peter P. Lejins Md D.C.

Mrs. Lejins has been employed by the State Department for
a number of years and recently has been acting as interpreter for
the White House and on several occasions recently she has sat per-
sonally with the President as an interpreter during interviews with
certain European dignitaries.

I thought the Bureau might be interested in having this
data on file in the event an occasion arises where some of Dr. Lejin's
capabilities might be useful.

Sincerely,

Stanley J. Tracy

Stanley J. Tracy

SJT/ke

Enclosure

*Letter to Tracy (JL)
7-27-55
clg*

EX - 106

RECORDED - 39

INDEXED-39

JUL 27 1955

63
53 AUG 15 1955

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *✓*

DATE: April 11, 1955

FROM : L. B. Nichols *✓*

SUBJECT:

Tolson	✓
Boardman	✓
Belmont	✓
Harbo	✓
Mohr	✓
Parsons	✓
Rosen	✓
Tamm	✓
Sizoo	✓
Winterrowd	✓
Tele. Room	✓
Holloman	✓
Gandy	✓

Mr. Tracy brought by the attached data dealing with the American Research Foundation which he wanted us to have.

Attachment

LBN:arm

(2)

*Tracy must understand
that the Bureau in
no way is sponsoring
this foundation*

RECORDED-41

4.12

memo to Mr. Tolson from LBN 4/13/55 - Nife

THIS FILE

April 9, 1955.

Memorandum for the Director

RE: AMERICAN RESEARCH FOUNDATION

As a result of our contacts with Foundation Representatives in New York City who desire to do something for the preservation of the American Way of Life the following steps have been taken.

An organizing committee has been formed consisting of the following:

1. Richard Byrnes Hood
2. Aaron W. Jacobson
3. D. Milton Ladd
4. D. L. O'Connor
5. G. A. Philips
6. S. J. Tracy
7. T. E. Naughten.

Chairman: S. J. Tracy
Secretary: D. L. O'Connor

Articles of incorporation have been drawn up for filing in the District of Columbia. A copy of the articles of incorporation are attached.

By-Laws have been prepared - a copy of the first draft is attached hereto.

It was ascertained that the library of Harry Jung of Chicago was up for sale by the executor. This is one of the largest private libraries in the country and the price was set at \$50,000.00. As soon as we learned of this we contacted Chicago by telephone and ascertained that an option had been secured by a group acting under the leadership of General Wood of Sears-Roebuck. This option was to expire March 31 however even tho we were ready to bid \$50,000.00 and had the cash to pay - the representatives of General Wood exercised their option and took physical possession of the library.

Daniel O'Connor and I proceeded to Chicago and talked with Mr. C. B. Caldwell, Vice Pres. of Sears-Roebuck who is acting for General Wood. We also talked with former Special Agent John M. Fisher who is now with Sears-Roebuck and in personal charge of the handling of the Jung library. Former Special Agent Wm. P. Carroll, Jr. has been appointed in charge of the operation of the Jung Library for the next year. The group associated with General Wood comprise several large business concerns in the Chicago area. Sears prefers not to be associated with the venture by name.

As a result of our confidential talks with Mr. Caldwell and Mr. Fisher it appears that we will be able to secure such items as we may desire from the Jung library as the National interest as we conceive it will be more valuable.

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than the Chicago interest. Mr. Caldwell will be in Washington May 8-9-10 for a conference at the Shoreham Hotel. We are to meet with him again at that time.

In the meantime there is a large library in Los Angeles and the individual in charge is a personal friend of Mr. Caldwell. At the time of Mr. Caldwell's visit to Washington in May we will also discuss the Los Angeles library and the possibility of securing it at the time we are ready to operate in Washington.

We have a public relations firm in N.Y.C. - Jones and Brakewell - who are working with us (without cost) to help get our plan in operation. This firm represents Wm J. During, President of Precision Castings Company and currently also President of the American Die Casting Institute. Mr. During is behind us and will bear the cost of public relations. Mr. Henry T. Rockwell President of Jones and Brakeley is devoting his personal time to our problem. Mr. Rockwell's firm is active in Foundation areas and feels that they can raise a goodly sum for us. (you will recall W.J. During is my cousin).

Colonel Frank W. Wozencraft, formerly general counsel for R.C.A. is presently the attorney for the Richardson Foundation, Inc., of N.Y.C. Wozencraft is a Texan and a personal friend of many wealthy individuals in that State. He is also a personal friend of Dillon Anderson and talked at some length with him concerning our venture. Wozencraft will be in Dallas Texas on April 19-20 attending the 7th Annual Conference of Foundations and Trust Funds and will make contacts at that time on behalf of the AMERICAN RESEARCH FOUNDATION.

Everyone with whom we have talked is convinced that the establishment of a free public library containing all published data concerning totalitarian movements with free service to the nation is exactly what is needed to meet the Communist menace.

We plan a non-profit-non-political Foundation. We will not file or accept confidential reports or documents and we will not do investigative work. We will disseminate currently received data, free, sending only the record itself without interpretation or comment. We plan on covering the following areas:

1. Educational - high school and University
2. Religion
3. Labor
4. Management

Our library will be open to the general public during regular business hours. This will help authors, feature writers and the press generally.

We hope to be incorporated within a few weeks - then to have a meeting of the organizing committee in Washington to approve a publicity brochure. The Board of Trustees will all be former F.B.I. personnel. The officers and advisory committee will be prominent citizens. We have several letters of endorsement to include in our brochure.

I wanted you to have the details of our venture as it has developed up to the present time.

Sincerely

Stanley C. Tracy



United States Department of Justice
Federal Bureau of Investigation
Washington, D. C.



Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~money order~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Margaret Tracy Relationship wife Date 8-19-50
Address 4800 College Ave College Park, Md.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name Margaret Tracy Relationship wife Date 8-19-50
Address 4800 College Ave College Park, Md.

ack

Very truly yours,

Special Agent

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